Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

School of Histories and Humanities

Ancient and Medieval History and Culture

2020 – 2021 Freshman Handbook

COVID-19 and College

In order to offer taught programmes in line with government health and safety advice, teaching and learning in Semester 1 for your programme will follow a blended model that combines online and in-person elements to be attended on campus. This blended model will include offering online lectures for larger class groupings, as well as in-person classes for smaller groups: the differing modes of teaching and learning for particular modules are determined by your home School. Information on the modes of teaching and learning in Semester 2 will be available closer to the time.

Trinity will be as flexible as possible in facilitating late arrivals due to travel restrictions, visa delays, and other challenges arising from the COVID-19 pandemic. If you expect to arrive later than 28th September, please alert your course coordinator as early as possible.

For those students not currently in Ireland, according to current Government health and safety guidelines, please note that these students are expected to allow for a 14-day period of restricted movement after arrival and prior to commencement of their studies, and therefore should factor this into their travel plans.

For those students currently on the island of Ireland, we remind you of the Irish Government's advice that all non-essential overseas travel should be avoided. If you do travel overseas, you are expected to restrict your movements for 14 days immediately from your return, during which time you will not be permitted to come to any Trinity campus.

Therefore, as you are required to be available to attend College from the beginning of the new teaching year on 28 September.

Updates and further information can be found here:

https://www.tcd.ie/about/coronavirus/

https://www.tcd.ie/about/coronavirus/phased-reopening-plans/

https://www2.hse.ie/coronavirus/

It is **vitally important** that you keep in touch and check your College email on a regular basis. Make sure you follow all College and Government guidelines and regulations.

Notice regarding online teaching of Undergraduate Modules in School of Histories and Humanities during COVID-19 Level 3 (22/9/20)

In light of the Government's decision to move Dublin to Level 3 of the Framework of Restrictive Measures in Response to COVID-19, we are very sorry that we will not be greeting you in person in the first weeks of Michaelmas Term. The new guidelines indicate that only teaching which cannot readily be delivered online should be delivered in person.

Please note that for the duration of Level 3, all your lectures and tutorials in the School of Histories and Humanities will take place online. Please check your Trinity email and Blackboard regularly for updates on how modules will be taught online.

Keep yourself safe and you keep your friends and family safe.

Contents

ANCIENT & MEDIEVAL HISTORY AND CULTURE

Welcome! This Handbook covers the first (Junior Fresh) and second (Senior Fresh) years of study and provide you with essential information about your course in Ancient & Medieval History and Culture. More detailed information on each individual module is provided in the relevant module guide. If you are in any doubt about how regulations affect you, please consult the Programme Co-ordinator or your College Tutor.

We wish you all the best in your studies in what will be a challenging but, we hope, thoroughly rewarding year in your studies.

Programme Co-ordinator– Dr Hazel Dodge – hdodge@tcd.ie

Keeping in Touch

It is important to keep in contact with the teaching and support staff. There are several ways in which information is circulated by staff to students and by which students can contact staff:

- **Email** – Information from the Programme Co-ordinator and from individual lecturers and tutors will often be sent to your college email address. It is also the quickest way to contact a member of staff. You should check your college email daily. Please note that you should only use your TCD email address when corresponding with us. Get into the habit of checking this account regularly, even if you also use a different email address for personal use.
- **Blackboard** – this is where individual module details are posted. Details will be given for individual modules as appropriate.
- **Contact Details** Changes in contact details should be reported to the Programme Co-ordinator as well as to Academic Registry. Please keep your record up-to-date via the 'my.tcd.ie' portal (https://my.tcd.ie). The three Departments which provide modules to the programme are: Classics (Floor 6, Rm B6004); History of Art (Floor 5, Rm 5082); and History (Floor 3, Rm 3113). During the current pandemic, the offices will not be open all the time, so it is better to email staff before coming into College. Zoom meetings will become a more normal way of communicating.
- **Website** - www.histories-humanities.tcd.ie/undergraduate/ancient-medieval
- **Noticeboard** – The Course Noticeboard is located on the 3rd floor in the Department of History. Please check this noticeboard regularly, as well as those in History (Arts Bldg, Floor 3), History of Art (Arts Bldg, Floor 5) and Classics (Arts Bldg, Floor 6).

Trinity Graduate Attributes

Throughout an undergraduate degree programme students are provided with opportunities to develop and achieve the Trinity Graduate Attributes supporting their academic growth and shaping the contribution they will make to their field of study, profession and to society. The Trinity Graduate Attributes may be achieved through academic and co- and extra-curricular activities. The Trinity Graduate Attributes are:

- To think independently
- To act responsibly
- To communicate effectively
- To develop continuously

All moderatorship degree courses entail a broad base of knowledge of both a general and particular nature, and the intellectual skills that must be mastered are broadly similar in all areas.

For further and more detailed information see the College Calendar:

www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf

Programme Learning Outcomes

On successful completion of this course students will be able to:

- Demonstrate an awareness of what art history, archaeology and history are and what historians, cultural historians, art historians and archaeologists do
- Demonstrate an assured and critical appreciation of processes, peoples and places during the ancient and medieval centuries
- Order and analyse critically the main artistic and architectural styles and movements of the ancient and medieval worlds
- Contextualise works of art, architecture, material culture and written evidence in terms of historical and cultural processes
- Apply appropriate methodological frameworks, including comparison and assessment of existing historical interpretations
- Engage at first hand with primary evidence (texts in translation, visual evidence and material remains) and assess them as historical, art historical or archaeological evidence
- Evaluate historical texts, visual evidence and material remains in the light of their historical, cultural and archaeological contexts and in light of important modern theoretical approaches
- Demonstrate an appreciation of, and assess the significance of, literary, historical, artistic and archaeological interconnections
- Deploy skills of oral, written and visual communication
- Apply skills of summary, synthesis and generalization in an appropriate manner
- Identify a research topic, collect and analyse the evidence for it, articulate and apply the relevant modern scholarship on the subject and produce a clearly planned, independently prepared and accurately written report on the topic.

Contacts and Teaching Staff

Programme Co-ordinator of Ancient and Medieval History and Culture
Dr. Hazel Dodge, Louis Claude Purser Associate Professor in Classical Archaeology
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Programme Administrators:
Mr. Stephen Galvin, Executive Officer
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Ms. Eilís Dunne, Senior Executive Officer
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Department of History of Art & Architecture

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College Tutors

Your College Tutor is your main advisor on both general academic issues and perhaps more importantly personal matters. He or she is appointed by the College and should not be confused with your module tutors in Ancient and Medieval History and Culture who may be able to help on module-specific matters. You can also get help with problems specifically relating to the programme from the Programme Co-ordinator other members of the team listed above. Staff are here to help – so please feel free to approach us

Teaching, Attendance & Credit

European Credit Transfer and Accumulation System (ECTS)

The European Credit Transfer and Accumulation System (ECTS) is an academic credit system based on the estimated student workload required to achieve the objectives of a module or programme of study. It is designed to enable academic recognition for periods of study, to facilitate student mobility and credit accumulation and transfer. The ECTS is the recommended credit system for higher education in Ireland and across the European Higher Education Area.

The ECTS weighting for a module is a **measure of the student input or workload** required for that module, based on factors such as the number of contact hours, the number and length of written or verbally presented assessment exercises, class preparation and private study time, laboratory classes, examinations, clinical attendance, professional training placements, and so on as appropriate. There is no intrinsic relationship between the credit volume of a module and its level of difficulty.

The European **norm for full-time study over one academic year is 60 credits**. 1 credit represents 20-25 hours estimated student input, so a 10-credit module will be designed to require 200-250 hours of student input including class contact time, assessments and examinations.

The Academic Year

The College Academic Year is divided into two semesters, Michaelmas Term or 1st Semester (September-December) and Hilary Term or Second Semester (January-April). Both are twelve weeks long and in both there is a study week in Week 7, when no classes are held. You should use the study work to prepare for assessed work which are to be submitted in the following weeks, as well as catch up any reading. Examinations for some modules will be held at the end of each semester in December and April. Teaching is in the form of lectures for larger groups, and tutorials/seminars and language classes for smaller groups.

Lectures

Teaching in the academic year 20-21 will be a combination of face to face teaching in College and online lectures, seminars and activities. These will all be indicated on your timetable and each module handbook, but their timing and format may vary from one week to the next, so do check your timetable carefully every week. Your lecturers will give you guidance at the beginning of how things will work. Lectures are intended to provide analysis of selected topics, and an introduction to the issues raised in the reading set for each module. There is a wide variation between modules in the amount of information conveyed, the depth of attempted analysis, and the style of presentation; and this year this is true more than ever. Try to take notes from lectures, even if they are online or pre-recorded; this will help you to engage with the content in a more active way. Listen for the main points made by the lecturer – and do ask (by email, online or in Q&A sessions) if you need help or clarification. To get the most out of a lecture, however, it should be followed up by reading and discussion. Module booklets and handouts (which will be made available in Blackboard) should be consulted in conjunction with this work. Also, why not go for coffee with some fellow students after the lecture and have an informal discussion amongst yourselves? This, too, is an important learning experience as it is often surprising that some students will pick up on points which others don't and vice versa. But please, follow Government Guidelines on social distancing, the wearing of masks etc.

Seminars/Tutorials

Not all modules include seminars or tutorials. Some of the tutorials/seminars are taught by members of the full-time academic teaching staff, some of them by teaching assistants who are most often advanced research students with special expertise in the taught area. Just as you will find that lecturers have different styles, so you will discover that the format of tutorials/seminars can vary. Don't, however, expect to come away from a tutorial/seminar with 'the answer': tutorials/seminars are as much about asking questions as providing answers. Details of what you are required to do for tutorials/seminars are provided in the individual module guidelines. These may take place online or on campus; details will be available in your timetable and in individual module handbooks.

Attendance

Students are required to attend all classes; lectures in particular are designed to provide an introduction to key themes and topics. All tutorials/seminars are also compulsory. Individual instructors may choose to track attendance during each class (this can be done in online classes as well as in a classroom).

 If you have problems with the timetable, please contact the Programme Co-ordinator, Dr Hazel Dodge (hdodge@tcd.ie) or the Course Administrator, Stephen Galvin (amhc@tcd.ie).

Obtaining credit

In order to complete the year successfully and gain your degree, you must obtain credit for the academic year by satisfactory attendance at lectures and tutorials/seminars, by carrying out the required module work and by successful completion of examinations. You will take modules amounting to 60 credits over one academic year where one credit represents 20-25 hours estimated student input. Credits are assigned to course components/ modules in multiple units of 5. Credits accrue over the four-year cycle. The TCD four-year honours Bachelor degree is 240 ECTS. The pass mark is 40% (see p 20 for the Marking Scheme followed).

Junior Fresh Year (JF)

In the JF year students take modules amounting to **60 credits**, thirty in each term.
Most students take Option A, but Option B allows students to take up either Greek or Latin at elementary level, and Option C allows students to continue Latin or Greek if they have studied them to leaving Certificate level.

Option A

MT	Credits	HT	Credits
CLU11100 Greek and Roman History – Introduction	5	CLU11100 Greek and Roman History – Introduction	5
CLU11104 Greek and Roman Art and Architecture	5	CLU11104 Greek and Roman Art and Architecture	5
HAU11005 Introduction to the History of Art and Architecture I	10	HAU11000 Introduction to the Practice of Medieval Art History	10
HIU12021 Religion and Society, c.1095-c.1517	10	HIU11001 Sources and Approaches to Medieval History	5
		HIU12025 Climate on the Ancient and Medieval World	5
	30		30

Option B – Elementary Ancient Languages – requires Leaving Certificate in Modern Language

MT	Credits	HT	Credits
CLU11413 Elementary Latin I *or* CLU12313 Elementary Ancient Greek I	10	CLU11414 Elementary Latin II *or* CLU12314 Elementary Ancient Greek II	10
HAU11005 Introduction to the History of Art and Architecture I	10	HAU11000 Introduction to the Practice of Medieval Art History	10
HIU12021 Religion and Society, *c.*1095-c.1517	10	HIU11001 Sources and Approaches to Medieval History	5
		HIU12025 Climate on the Ancient and Medieval World	5
	30		30

Option C – Advanced Greek or Latin. Requires Leaving Certificate in Latin of Ancient Greek

MT	Credits	HT	Credits
CLU11311 Latin in Context I *or* CLU11411 Ancient Greek in Context	10	CLU11102 Introduction Roman History	5
		CLU11106 Introduction to Roman Art and Architecture	5
HAU11005 Introduction to the History of Art and Architecture I	10	HAU11000 Introduction to the Practice of Medieval Art History	10
HIU12021 Religion and Society, *c.*1095-*c.*1517	10	HIU11001 Sources and Approaches to Medieval History	5
		HIU12025 Climate on the Ancient and Medieval World	5
	30		30

Senior Fresh Year (JF)

In the second year you take three compulsory modules, totalling 10 credits in each area (Classics, History and History of Art). In addition, you take a further 30 credits of modules to achieve a total of **60 credits**.

MT	Credits	HT	Credits
COMPULSORY MODULES (30 credits)			
CLU22111 Greek History	5	CLU22124 Roman History	5
HAU22003 Approaches to Art History	5	HAU22004 The Display of Art	5
		HIU12030 Hundred Years War	5
		HIU22002 The Making of Medieval Towns	5
FURTHER 30 CREDITS FROM FOLLOWING TO MAKE 30 CREDITS IN EACH SEMESTER			
CLU22115 Greek Archaeology	10	CLU22126 Living on the Bay of Naples	5
CLU22201 Heroism, Identity and Authority	10	CLU22122 Archaeology of Minoan Crete	5
CLU22202 Gender and Sexuality in the Ancient World	5	CLU22200 Writing the Past	10
CLU22421 Latin in Progress	5	CLU22202 Culture and Ideology in the Ancient World	
CLU23321 Greek in Progress	5		
HIU12102 Kingship and Warfare in Ireland 1000-1308	10		
HIU12022 Early Christian Ireland	5		
HAU22005 Themes in Irish Art I	5	HAU22006 Themes in Irish Art II	5
HAU22011 Cultural Intersections in Art History I	5	HAU22012 Cultural Intersections in Art History II	5
HH22301 SF Field Trip (AMHC) Semester 1	5	HH22302 SF Field Trip (AMHC) Semester 2	5
HH22303 SF Field Trip (AMHC) Semester 1	10	HH22304 SF Field Trip (AMHC) Semester 2	10
		HHU13002 Gender, History and Culture	5

Assessed Coursework, Classwork, Examinations and Study Guidelines

During the course of the year, you will be required to complete a number of written exercises for each module; some of your modules will be examined solely by continuous assessment, some may include an examinati9n at the end of the semester. These exercises will take a variety of different forms: formal essays, critical commentaries and exercises, slide tests etc. Full details are given in individual module guidelines and you will be given further guidance by individual lecturers. It is your responsibility to ensure that you are familiar with the requirements and deadlines of each of your modules. Students may be asked to make oral presentations or hand in short pieces of written work in addition to their assessed work. Though these are not formally assessed, they are part of the expected exercises of the module.

PLEASE NOTE: All such written work and exercises are COMPULSORY. Failure to complete them without adequate explanation will result in a mark of zero and you will risk failing the module.

There are different regulations in each Department, but please note too that in order to pass any History module, students at all levels must also complete all the prescribed exercises. It is your responsibility to organise your time and manage your workload. This can be a challenge and you should not be afraid to seek help from your lecturers, from Hazel (the AMHC co-ordinator) or from your tutor.

Formatting your written work

Unless otherwise instructed or required for the particular module:

- All written work must be word-processed and printed out on A4 paper
- All written work must be accompanied by a completed AMHC cover sheet (these can be downloaded from module pages in Blackboard and will be sent to you by email to download)
- A word count must be given. Careful attention should be paid to the requirements of each exercise
- To allow room for comments, all essays must be double spaced and must have a wide margin
- Usually, you should provide a bibliography of works consulted at the end of your work (documentary sources, books, and articles used and referred to in your footnotes). Any quotations and substantive information taken from other works must be acknowledged by means of footnotes/references, formatted in a consistent way (see below). If unsure about anything, students should follow the advice of the module co-ordinator.

Presentation is only one aspect of good essay writing. Poor or inconsistent presentation is, however, a distraction to whoever is marking your essay and can result in a lack of clarity and loss of marks. What follows are simple guidelines about presentation. You should keep them in mind when you are writing your essay. Always ask for advice if you are unsure.

Use of Quotations

Always think carefully when using quotations. If you use them, remember that they do not speak for themselves – you will need to make them relevant. Try not to quote excessively unless you think it is appropriate.

The proper acknowledgment of sources for quotations is a vital aspect of good academic writing. Failure to acknowledge a source amounts to more than mere laziness. It could open you to a charge of plagiarism which is a serious academic offence. Further information about plagiarism is provided earlier in this Handbook.

Referencing Styles

There are several different ways of annotating sources, and a number of style guides are available for you to follow. Some Departments may recommend particular styles to follow – consult the individual module handbooks. Whichever style you choose, though, you must be consistent and clear in your use.

Footnotes, Endnotes, Parenthetical Citations

Notes should be reasonably brief. You may wish to use either footnotes or endnotes or place them in brackets in the text for a number of purposes: to give supporting references for your argument; to refer to ancient or modern sources; to include additional evidence in support of your discussion (e.g. fuller list of passages or of references to scholarly views); to show awareness of studies that you have been unable to track down or you consider not directly relevant to your discussion. These details will vary, depending on the style guide you are following, but you should always include the page number for the particular information or argument. For example: Beckett 1956, 87. Further details about the book, including the full name of the author, the full title of the text, place and year of publication, should appear in the bibliography at the end of your work.

Some suggestions are provided here:
1. ***Author, date system placed in the text*** (also called the Harvard system). If you are referring to page 12 of a book written by Smith and published in 1996 you might do it like this:
    a. "Early Rome was not built in a day" (Smith 1996, 12).
    b. or
    c. Smith (1996, 12) argues that early Rome was not built in a day.
    d. or
    e. Smith (*Latium and Early Rome*, 12) argues that early Rome was not built in a day.
2. ***Footnotes*** Footnotes are placed at the foot of a page. There are a number of different ways in which you can format the references you give in footnotes. Two common ways are:
    a. the first time you mention a source, book or article in a footnote, you give it in complete form, with author's full name, title of work, publication details (place and date of publication) or journal volume number and date, and page number(s). In later citations of the same work these may be given in abbreviated form, but **always remember to include the specific page references and be consistent**.
    b. Eg Wickham, C. (2017) *Medieval Europe* Cambridge, 55-67.

c. give author surname and date of publication plus page reference, eg Wickham (2017), 78 or Smith 1996, 78-90

Any of these formats is acceptable, and their formulation here are not the only way to set out references and bibliography, but do not use them interchangeably. **Choose** one system of referencing and stick to it. Note how the books you read reference their sources, but do come and see us if you need further help.

For footnote citation of page numbers either put down numbers only (e.g. Smith 1996, 10-20) or designate 'p.' (one page) or 'pp' (more than one page, e.g. pp. 10-20). **Remember to be consistent**. Do not use the formulation p. 58ff.

Bibliography

A bibliography should include all of the publications that you have used and cited in your work. You can also include all of the texts that you have consulted in the preparation of your essay, but this requirement may vary from one module to another. (You may want to distinguish in your bibliography between "Works Cited" and "Other Works Consulted".) You should list all of these texts, by author's surname, in alphabetical order. There are several ways of presenting a bibliography, but you must be consistent. Some examples:

Citing an individually authored article/chapter in a book:
- If you are citing an individually authored article/chapter from an edited volume you should include the following information:
  - Surname of author, First Name. 'Title of Essay', Title of Book, in Editor's Name, ed. (place of publication, year of Publication), page run of whole article/chapter.

Citing an individually authored article in a journal:
- If you are citing an article from a journal you should include the following:
  - Surname of author, First Name. 'title of Essay', Title of Journal, Volume (Year), page run of whole article.

Citing material from a website:
- If you are citing material from a website you should give the full URL of that website in the bibliography so that the marker can locate the same material. You should also give the date that you last accessed that material.

Submitting your written work

Follow the guidelines in module handbooks, but most work will be submitted as a digital copy through Turnitin in Blackboard. You should make sure that an AMHC coversheet is include as well with your name and student number. Deadlines will be in programme and module handbooks; you must familiarise yourself with them and make sure that you submit your work by the assigned date (full details are given in individual module guidelines). The onus lies on each student to establish the format of assessment for each module and the submission dates for assessed work. If there are any difficulties, you should contact the course co-ordinator and/or your tutor for help and advice.

Written work should **NEVER** be handed/sent to lecturing staff or tutorial/seminar teachers or left in staff offices or put under any office door. Non-submission of work for assessment runs the risk of a mark of zero.

Deadlines

All deadlines for Classics and History of Art modules can be found in individual module handbooks. Deadlines for assessed work in JF and SF History modules are as follows (Note: All essays for History are due via Blackboard at 11:00 on the relevant date). Deadlines for HIU22002 The Making of Medieval Towns in HT will be indicated in the module handbook.

WEEK	DATE	MICHAELMAS TERM 2020
9	Mon 23 Nov	Submission of essay 1 in: • HIU12020 Kingship and Warfare: Ireland, c.1000-1318
10	Mon 30 Nov	Submission of essay 1 in: • HIU12021 Religion and Society, c.1095-c.1517
11	Mon 7 Dec	Submission of essay 1 in: • HIU12022 Early Christian Ireland c.400-1000
12	Mon 14 Dec	Submission of portfolio in: • HIU11001 Doing History: Sources
	Mon 11 Jan	Submission of essay 2 in: • HIU12020 Kingship and Warfare: Ireland, c.1000-1318
	Fri 15 Jan	Submission of essay 2 in: • HIU12021 Religion and Society, c.1095-c.1517
	Mon 18 Jan	Submission of essay 2 in: • HIU12022 Early Christian Ireland c.400-1000
WEEK	DATE	HILARY TERM 2021
11	Mon 12 Apr	Submission of essay (if required; see module handbook) in: • HIU12030 The Hundred Years War • HHU13002 Gender, History and Culture
12	Mon 17 Apr	Submission of essay 2 in: • HIU12025 Climate in the Ancient & Medieval Worlds
	Mon 10 May	Submission of essay 2 in: • HIU12025 Climate in the Ancient & Medieval Worlds
	Fri 14 May	Submission of essay in: • HIU11002 Doing History: Interpretations

Requesting a Revised Deadline

In case of difficulties, personal or family crisis or illness you should contact the **Programme Co-Ordinator, Dr Hazel Dodge** (hdodge@tcd.ie). If revised deadlines are required she will contact the relevant Department on your behalf. Supporting evidence (e.g. medical certificate or a tutor's communication) will be necessary and a revised deadline will be arranged. Contact your College Tutor if you need further help and advice in these situations, but all requests should go through AMHC.

Plagiarism

Plagiarism is interpreted by the University as an act of presenting the work of others as one's own work, without acknowledgement. It is considered as academically fraudulent and it is an offence against University discipline.

Presenting someone else's work as your own is an offence against academic integrity. Ignorance of what counts as plagiarism will not be accepted as an excuse for any instance of plagiarism. You must ensure you understand what plagiarism is, and, in particular, the difference between paraphrase and quotation, and be confident in your ability to write and discern acceptable paraphrase.

To reiterate the College regulations in brief:

You must not:
1. copy another student's work;
2. enlist another person or persons to complete an assignment on your behalf;
3. procure, whether with payment or otherwise, the work or ideas of another;
4. quote directly, without acknowledgement (which means quotation marks and a reference to the source of the quotation), from books, articles or other sources, either in printed, recorded or electronic format, including websites and social media (see Appendix for examples);
5. paraphrase, without acknowledgement (which means a reference to the source of the ideas or arguments you are paraphrasing) the writings of other authors.

Failure to comply with these regulations will result in serious penalties and/or disciplinary steps in accordance with College Regulations.

The University considers plagiarism to be a major offence and subject to the disciplinary procedures of the University. A full University statement on plagiarism is given in the College Calendar, part II, 82-91. The College guide to plagiarism is available here:

http://tcd-ie.libguides.com/plagiarism

and all students are now required to complete the online tutorial here:

https://libguides.tcd.ie/friendly.php?s=plagiarism/ready-steady-write

Each year, cases of student misconduct involving plagiarism or 'inappropriate collaboration' are reported. In some of these cases, students have said that they were unclear as to what plagiarism involves.

The following statement represents our principles on this matter:

Students are expected to express themselves and to sustain an argument in their own prose. They should not submit written work that does not properly acknowledge transcription or that includes excessive quotation of the work of others. If you want to quote from a published work or from an internet source, either because you think it makes the point or you admire the author's turn of phrase, you must put the passage in quotation marks and cite the reference. If you wish to express what an author is saying in your own words, such phrasing is acceptable, but you should include reference to the author concerned to indicate that the ideas stated are his/hers and not yours. If you are not clear about the difference between scholarly citation, collaboration and paraphrase, please consult one of your lecturers. A charge of plagiarism is a serious College offence and will be dealt with by the Programme Co-ordinator according to the procedures laid out in the relevant section of the *Calendar*.

Return of Written Work

Written work and feedback will be returned by individual class teachers. Please consult the relevant Departments.

Requirements for the successful completion of your JF and SF year

Examinations and Assessment

Assessment in the JF and SF years will be taken the form of a combination of examinations, submitted coursework, and other exercises which form part of continuous assessment (details are given in individual module handbooks). You should be registered for 60 credits, 30 in each semester. If you are not, you should contact the Programme Co-ordinator Hazel Dodge (hdodge@tcd.ie) as soon as possible.

The pass mark for all written work and examinations is 40%. An average of 40% must be attained for a pass to be awarded in a module. Please note too that in order to pass any History module, students at all levels <u>must also complete</u> all the prescribed exercises. In order to gain a degree, students must achieve an overall pass in the annual examinations. 10 ECTS may be accumulated at 'Qualified Pass' (i.e. marks between 35-39% where the pass mark is 40%).

If a student has achieved both Fail and Qualified Pass grades in modules completed in semester 1 and semester 2, they will be required to present for reassessment in **all failed components in all modules** for which they obtained either a fail grade or Qualified Pass. The reassessment session usually occurs at the end of August to coincide with the start of Semester 1 of the next academic year.

Marking System

The marking scheme for College continuous assessment and examinations is as follows:

- First class: 70%+
- Upper Second class: 60-69%
- Lower Second class: 50-59%
- Third class: 40-49%
- Pass mark: 40%
- Compensatable range: 35-39%
- Failure (F1 category): 30-39%
- Failure (F2 category): 0-29%

A more detailed breakdown of the marking system in operation for the Moderatorship in Ancient and Medieval History and Culture can be found on pages 20-21. This gives brief descriptions of the criteria used for assessing your work.

(Non-) Foundation Scholarship (Schol)

This is a College institution with a long history and high prestige, and is a distinctive feature of student life at Trinity. It involves a searching examination, set and assessed so as to select students of outstanding ability. The objective of the foundation scholarship examination is to identify students who, at a level of evaluation appropriate to the Senior Freshman year, can consistently demonstrate exceptional knowledge and understanding of their subjects. The examination requires candidates to demonstrate: skill in synthesising and integrating knowledge across the full range of the set examination materials; rigorous and informed critical thought; and, in appropriate disciplines, a highly-developed ability to solve problems and apply knowledge. The award is based solely on the performance in the scholarship

examination, and past performance in other examinations is not taken into account, nor is there any attempt to identify through any subjective means students who may be appropriate candidates for scholarship. A scholarship at Trinity College remains the most prestigious undergraduate award in the country, an award that has undoubtedly helped to foster long-lasting links between many outstanding graduates and College. A principal objective of College is the pursuit of excellence: one of the most tangible demonstrations of this is the institution of scholarship.

Scholars are elected annually on the result of an examination held in the week before the start of Hilary term. In AMHC Schol is sat only in SF. Candidates are required to sit three examination papers:
Paper 1 covers work from all modules taken in JF.
Paper 2 covers work from compulsory modules in MT of your SF year.
Paper 3 is a General Paper.
A meeting will be held for any SF students interested in sitting the Schol exams when further information will be provided. Watch out for the email in early October!

Studying Abroad

It is possible to study abroad for a semester or full year in your 3rd (JS) year. This can be done through Erasmus, ELAN (European Liberal Arts Network) and Non-EU exchanges (eg the US). See the information on the College website here on:
https://www.tcd.ie/study/study-abroad/outbound/

AMHC Students may take advantage of any of the exchange programmes concluded by the Departments of Classics, History and History of Art.

Departmental Study Abroad Co-ordinators:
Classics   Dr Martine Cuypers   cuypers@tcd.ie
https://www.tcd.ie/classics/undergraduate/abroad.php
History   Professor Sean Duffy   sduffy@tcd.ie
https://www.tcd.ie/history/international/outgoing-erasmus.php
ELAN   Dr David Ditchburn   ditchbud@tcd.ie
History of Art   Dr Peter Cherry   pcherry@tcd.ie
https://www.tcd.ie/History_of_Art/undergraduate/tsm/study.php

Please consult the Programme Co-ordinator, Dr Hazel Dodge (hdodge@tcd.ie), in the first instance if you are interested.   Please make sure that you copy any applications you make for Study Abroad to Stephen (amhc@tcd.ie).

Marking System

Marking System		
Class		**Description**
I	Above 80%	This is an exceptional grade. Written work in this range demonstrates all of the strengths of I (75- 80%) but to a greater extent
	75 – 80%	- Outstanding evidence throughout of independent thought and ability to 'see beyond the question' - Critical, analytical and sophisticated argument making effective use of primary and secondary material - Constructive engagement with relevant scholarly debates - Exemplary structure & organisation - Evidence of exceptionally wide reading - Full command of technical vocabulary where appropriate - Fluent and engaging written style - Professional presentation - Exemplary referencing and bibliographical formatting
	70 - 75%	- Excellent focus on question - Excellent knowledge based on independent reading - Exemplary structure & organisation - Excellent analysis and argument - Critical use of relevant primary and secondary material - Independence of mind/imagination - Consistent performance - Excellent written style - Skilful use of supporting references and bibliography correctly used and formatted Consistently accurate presentation
II.1	60 - 69%	- Aware of full implications of question - Very good structure and presentation - Very good analytical ability - Thorough knowledge of subject/text - Competent use of primary and secondary sources - Very good written style - Appropriate use of supporting references and bibliography - Accurate presentation

II.2	50 - 59%	- Adequate focus on question - Aware of implications of question - Good knowledge of subject/text - Good structure and presentation - Evidence of some relevant secondary reading - Inclusion of some relevant primary material - Limited analysis - Written style could be improved - Limited/inaccurate use of supporting references and bibliography - Evidence of careless presentation
III	40 - 49%	- Basic understanding of the question - Modest level of engagement with question - Evidence of some relevant knowledge - Lack of analysis - Poor relevant secondary reading - Poor use of relevant primary material - Lacking in style and clarity - Inadequate use of supporting references and bibliography - Careless/inaccurate presentation
F.1	30 - 39%	A student may fail because of: - Serious misunderstanding of question - Failure to answer the question - Minimal knowledge of subject/text - Lack of structured argument - Lack of relevant secondary reading - Little/no use of relevant primary material - Incoherence - Lack of supporting references and bibliography - Careless/inaccurate presentation
F.2	0 – 29%	Written work in the F2 range will reveal some or all of the weaknesses noted under F1, but to a greater, perhaps extreme, extent.

Help When You Need It

We hope that things will go well for you whilst you are studying in College. However, if you do need help, there are a number of people you can contact.

Programme Co-ordinator, Dr. Hazel Dodge, hdodge@tcd.ie

You can get help with problems specifically relating to the course from the Programme Co-ordinator or other members of the team listed on pg6 - 7. The Course Administrators (amhc@tcd.ie) located in Room 3133 are also an invaluable point of contact. Staff are here to help – so please feel free to approach us!

College Tutors

You will have been assigned a College Tutor. She/he is your main advisor on both general academic issues and personal matters. He or she is appointed by the College, and should not be confused with your module tutors in Ancient and Medieval History and Culture who may be able to help on module specific matters.

Library

Assistance on matters relating to the Library is available from the counter staff in the main library, and from the duty librarian, whose desk is to the left of the main counter. You can also contact the subject librarian for the School of Histories & Humanities, Sean Hughes. hughesse@tcd.ie

Student Services

There are a number of supports for students in College. The Handbook for student services can be found here Student Supports. Student Counselling services offers important supports – check out their page at https://www.tcd.ie/Student_Counselling/

Student 2 Student

This is a specific service run by Student Counselling and provides support in all matters to do with life in College for 1st year students. The two student mentors will keep in regular touch with you throughout your first year and invite you to events on and off campus. Mentors are students who have been through first year and know exactly what it feels like, so you never have to worry about asking them a question or talking to them about anything that's worrying you.

S2S also offers trained Peer Supporters if you want to talk confidentially to another student or just to meet a friendly face for a coffee and a chat. S2S is supported by the Senior Tutor's Office and the Student Counselling Service.

<div align="center">

http://student2student.tcd.ie

E-mail: student2student@tcd.ie

Phone: + 353 1 896 2438

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In the event of an emergency on campus, dial Security Services on extension 1999.

Security Services provide a 24-hour service to the college community, 365 days a year. They are the liaison to the Fire, Garda and Ambulance services and all staff and students are advised to always telephone extension 1999 (+353 1 896 1999) in case of an emergency. Should you require any emergency or rescue services on campus, you must contact Security Services. This includes chemical spills, personal injury or first aid assistance.

It is recommended that all students save at least one emergency contact in their phone under ICE (In Case of Emergency)