



**UNIVERSITY OF CALGARY  
FACULTY OF ARTS  
DEPARTMENT OF CLASSICS AND RELIGION**

**COURSE OUTLINE – Winter 2022**

**Course Number:** GRST 504 B

**Course Name:** Honours Thesis

**Classroom Location:** Meet in instructor's office (SS 536) or using Zoom

**Class Days and Times:** We will meet every 2-3 weeks, either in person or by Zoom, at a time mutually agreed.

**Instructor:** Dr. Lindsay Driediger-Murphy

**Office Hours:** Tuesdays & Thursdays, 3:30-4:30 pm Calgary time, or by appointment

**Office:** Office hours will be held remotely using Zoom

**Telephone:** Contact the instructor by email

**Email:** ldriedig@ucalgary.ca

**Instructor's email and communication policy:**

I want to hear from you! I am here to help with your questions.

Instructions for writing your thesis, preparing for the oral exam, etc. are in the CLARE Honours handbook.

Please refer to the CLARE Honours handbook and to this Course Outline when you have questions.

*Frequency and Methods of Communication*

The instructor will hold drop-in office hours on Zoom on Tuesdays and Thursdays at 3:30-4:30 pm Calgary time. These will be first-come, first-served. To ensure your privacy, I will meet with you one-on-one. If I am speaking with another student when you join the Zoom office hour, you will be given a spot in Zoom's 'waiting room' until I am able to meet with you.

I will respond to questions received by email as soon as I reasonably can. I may not be able to reply immediately. I will handle course communications on weekdays during regular business hours (9:00 am-5:00 pm Calgary time).

I understand that you may work on this course during evenings and weekends. If you have a time-sensitive matter to discuss, please contact the instructor as soon as you can. I can help you better when you give me sufficient time to consider your situation or request.

If your question is complex or requires a longer discussion, we will discuss it at our next meeting, or I will email you to arrange a video or phone appointment. If there's something you'd prefer to discuss in real time, please bring it to our next meeting, or you can email me to arrange a video or phone appointment.

**Contact Details for Teaching Assistants:**

There are no TAs for this course.

**Course Calendar Statement:**

The Honours essay for Honours students in their final year.

**Course Description:**

In this course you will research and write an original thesis on a relevant topic of your choice as agreed between you and the instructor.

**Online Elements for this Course:**

You will need internet access for library materials. We will use UCalgary email to work on files and bibliography. Zoom will be used for office hours and may be used for meetings.

**Course Learning Outcomes:**

This course develops advanced research skills. Upon successful completion of this course, you will be able to demonstrate ability to create an advanced research question. You will learn to do advanced research in individualized fields. You will increase your confidence and expertise in working with ancient primary sources by using them as evidence. You will build skills in critical thinking, analysis, and synthesis by reading and engaging thoughtfully and in detail with secondary sources. You will enhance your ability to communicate effectively by writing a thesis. By managing your project you will strengthen your skills in problem-solving and time-management. You will create an advanced piece of research and writing.

**Learning Resources****Required text(s):**

A bibliography of required materials will be worked out by student(s) and instructor during the course.

The instructor will give an orientation on how to access texts through UCalgary library, interlibrary loan, or other access options. At this level materials will not be posted by the instructor on D2L. You will be responsible for obtaining the texts.

**Optional text(s):**

The more you read, the better!

**Learning Technologies and Requirements:**

In order to successfully engage in learning experiences at the University of Calgary, you are required to have reliable access to the following:

- a computer with a supported operating system
- the latest security and malware updates
- a current and updated web browser
- a webcam (built-in or external)
- microphone and speaker (built-in or external), or headset with microphone
- current antivirus and/or firewall software enabled
- broadband internet connection
- your UCID

Most current laptops will have a built-in webcam, speaker, and microphone.

**Class Schedule:**

Readings and tasks during the term will depend on your progress and will be agreed between instructor and student(s) as the term develops.

Although we may not meet every week, you are strongly advised to work consistently on your thesis throughout the term.

Plan to set aside at least as much time as you would for any other course (ideally, a minimum of 6 hours per week).

**Examinations:**

There is no registrar-scheduled final exam.

**Assessment Components:**

Date	Assessment	Weight (%)	Required pass/fail
30 Jan. 2022	<b>Proposal/Annotated Bibliography/Outline*</b>	30%	yes
During the term as agreed between instructor and student(s)	<b>Drafts of Honours Thesis</b>	0%	yes
29 Mar. 2022 by 5 pm Calgary time	<b>Penultimate Draft of Honours Thesis</b>	0%	yes
12 Apr. 2022 by 5 pm Calgary time	<b>Completed Honours Thesis (12,000 words)</b>	70%	yes
Ongoing	<b>Meetings</b>	n/a	yes

\*The specific breakdown of this 30%, as well as dates, will be up to the individual supervisor in consultation with specific student needs. All three must be completed by 30 January.

**Missed or late assignments/assessments:**

Extensions

If you need an extension, communicate with the instructor **before** the deadline. I (Lindsay) will do all I can to help you, but extensions are not guaranteed.

Missed Deadlines

To help you most effectively and give you timely feedback, I need you to submit your work on time. **If you miss a deadline for a reason that was within your control**, the following penalties will apply:

- the loss of a third of a grade (an A- to B+) for each day (not class) that the assignment is overdue.

I understand that sometimes things happen that are outside our control. **If you missed a deadline due to reasons that were out of your control**, you may contact the instructor to explain the circumstances

and to provide documentation. Visit the Registrar's Office (<https://www.ucalgary.ca/registrar/student-forms>) for the appropriate forms. If your reasons are legitimate and your documentation is appropriate, the following may be granted:

- extension

### Remedial Marks

There are no optional/make-up/remedial assessments in this course.

### **Grading:**

A numerical mark will be given for each course requirement. A letter grade will be assigned on the following number and letter grade scheme, usually used within the Department of Classics and Religion:

A+	100 – 96%	A	95 – 90%	A-	89 – 85%
B+	84 – 80%	B	79 – 75%	B-	74 – 70%
C+	69 – 65%	C	64 – 60%	C-	59 – 55%
D+	54 – 53%	D	52 – 50%	F	Under 50%

N.B. All written assignments will be graded with regard to both form and content.

### Calculation of Grades

Final calculated grades will be rounded up to the nearest percent if the difference is 0.5% or less (e.g. 89.5% or higher would be rounded up to 90%, but 89.49% or less would not be rounded up). In order to maintain fairness for the entire class, I am not able to add extra marks/extra percentage points to final grades.

### **Assessment Feedback Policy:**

Feedback will be given to you at meetings orally, and in written form on the drafts you submit. Written feedback will be returned to you electronically to your UCalgary email.

I encourage you to keep detailed notes/minutes of what we discuss in our meetings. Oral feedback is intended to strengthen your assessments and to help guide your research. Keep an accurate record so that you can refer to it later when revising drafts.

I will be happy to speak with you if you have questions about how to use the assessment feedback.

Please note:

- I do not discuss assessment feedback by email.

If you have specific questions about the feedback you have received, please bring them to our meetings, come to Zoom office hours, or contact the instructor to arrange a phone or video appointment.

### **Expectations for Writing:**

All written assignments (including, to a lesser extent, written exam responses) will be assessed at least partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Sources used in research papers must

be properly documented. If you need help with your writing, contact the Student Success Centre. For further information, please refer to the official online University of Calgary Calendar, Academic Regulations, E. Course Information, E.2: Writing Across the Curriculum:  
<http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

**Attendance and Participation Expectations:**

You are required to attend meetings with the instructor, either in-person or online as mutually agreed.

**Guidelines for Submitting Assignments:**

Submit drafts as Word files emailed to the instructor.

Submit your completed thesis:

- to each member of the examining committee in their preferred format (hard copy in their department mailbox, or PDF sent to their email).
  - Please confirm in advance with each examining committee member whether they would like a hard copy or a PDF.

Once your completed thesis has been evaluated, submit a bound hard copy to the Department of Classics and Religion office.

**Expectations for Student Conduct in this Course:**

Students are expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment.

As members of the University community, students are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>

For this course, the more you ponder, review, and engage with what you are reading, the stronger your work will be. Set aside time to reflect on your research and to let ideas percolate. Do additional reading to build your own independent knowledge of the subject.

Come prepared to meetings. Review your latest drafts and notes and bring any questions you have.

Aim to cultivate a study environment that enables concentration and focus. When you are working on course material, I recommend closing other windows and pausing other chats, music, audio, or calls on your devices.

**Use of Internet and Electronic Communication Devices in Class:**

Electronic devices will be needed to access materials for this class.

The use of laptop and mobile devices during class is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time.

Students are responsible for being aware of the University's Internet and email use policy, which can be found at <https://www.ucalgary.ca/policies/files/policies/electronic-communications-policy.pdf>

**Guidelines for Zoom Sessions:**

Zoom is a video conferencing program that will allow us to meet at specific times for a "live" video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics. In this course, Zoom will be used for office hours and may be used for meetings as mutually agreed between instructor and student(s).

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor's permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the [Code of Conduct](#)).

When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others.

Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g [Student Non-Academic Misconduct Policy](#)).

For more information on how to get the most out of your Zoom sessions visit:  
<https://elearn.ucalgary.ca/guidelines-for-zoom/>

Please be prepared, as best as you are able, to use Zoom in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

Further guidelines for online etiquette for this course will be made available as needed during the term. Your cooperation is appreciated!

**Course Evaluations and Student Feedback:**

Student feedback will be sought at the end of the course through the standard University Student Ratings of Instruction (USRI) and Faculty course evaluation forms.

**Academic Misconduct:**

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes: cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing

academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit:  
<https://ucalgary.ca/policies/files/policies/student-academic-misconduct-policy.pdf>  
<https://ucalgary.ca/policies/files/policies/student-academic-misconduct-procedure.pdf>

Additional information is available on the Academic Integrity Website at <https://ucalgary.ca/student-services/student-success/learning/academic-integrity>.

### **Academic Honesty:**

Academic integrity is fundamental to scholarship and learning. It is a core value of the University of Calgary. Our community is built on honesty, trust and integrity. At university, maintaining academic integrity while earning your degree represents your true academic accomplishments.

Violations of academic integrity are termed academic misconduct. The University of Calgary Student Academic Misconduct Policy states that academic misconduct is any student behavior that compromises proper assessment of a student's academic activities.

To maintain academic integrity, instructors and students make reciprocal commitments.

As your instructor, **I commit to:**

- **Communicating** the academic integrity rules for assessments in this course
- **Answering** your questions about academic integrity for assessments in this course
- **Monitoring** academic integrity, in order to ensure fair marks for all students in this course
- **Upholding** standards of academic integrity, in order to protect the value of your degree and the learning of all students at the University of Calgary

As a University of Calgary student, **you commit to:**

- **Completing assessments individually and without unauthorized assistance.** This means that you must not cooperate, collaborate, or otherwise give and/or receive assistance in completing academic activities without the instructor's permission (this kind of misconduct is called unauthorized assistance). Actions prohibited as unauthorized assistance include: working with a study group to complete an individual assignment; getting someone else to write your paper; using a file sharing website to access completed assessment; using Word's track changes in a friend's essay to rewrite sentences and explain ideas; sharing your assignments with other students in the course, or borrowing other students' assignments to see how they did them; asking someone else (including other students in this course) to write, rewrite, edit, or produce content for what you submit. You have permission to discuss ideas and research strategies with other students in this course, but all the work you submit must be completed by you individually as defined here.
- **Referencing the ideas, expression of ideas or work of another individual appropriately.** This means that you must not present other peoples' ideas, expression of ideas, or work as your own (this kind of misconduct is called plagiarism). Actions prohibited as plagiarism include: copying and pasting content from websites, study sites, or or file sharing sites; using all or a portion of someone else's work without appropriate acknowledgement (failing to quote, paraphrase or cite correctly); purchasing or otherwise acquiring work and submitting it as your own original work; submitting prior work for evaluation in another course, or in a subsequent attempt of the same course, without the express approval of the

instructor teaching the second course or subsequent attempt (self plagiarism). Requirements for referencing for each assignment will be provided by the instructor. Plagiarism is not tolerated at the University of Calgary and has serious consequences. Your essays/presentations must be your own work and inadequate referencing may be seen as plagiarism.

- **Completing assessments honestly, using only the opportunities and material authorized and available to all students in the course.** This means that you must not try to give or gain an improper advantage in academic activities (this kind of misconduct is called cheating). Actions prohibited as cheating include: copying from another student's work; conversing with another student during an examination; having, using or attempting to use unauthorized material or devices during an examination or other academic activities; attempting to read another student's exam papers; obtaining assistance from another in completing coursework.

- **Using only genuine and accurate data and records, and respecting and preserving the integrity of academic results.** This means that you must not create or use false records or data in your assignments (this kind of misconduct is called fabrication) or alter or attempt to alter work or records for academic gain (this kind of misconduct is called falsification). Actions prohibited as fabrication include: creating or using false transcripts, documents, or research results; citing work that does not actually exist. Actions prohibited as falsification include: altering transcripts; attempting to change recorded grades; impersonating another student; manipulating, changing or omitting source material, data, methods or findings.

- **Complying with the instructor's expectations and University of Calgary requirements in completing academic assessments and exams.** This means that you must not violate the rules of academic integrity or contravene academic integrity instructions for assignments in this course (this kind of misconduct is called failure to comply). Actions prohibited as failure to comply include: not complying with an instructor's expectations regarding conduct required of students in completing academic assessments; not complying with the exam regulations applied by the Registrar.

By taking this class you agree to these conditions. If you have any questions about this, please contact the instructor.

### Questions about Academic Integrity?

You may feel isolated when completing assignments individually. If you do, it's important that you get help from the right place. Please contact the instructor with any questions you have. I am here and happy to help!

If you have questions about correct referencing, please consult your instructor, librarian staff, or the Student Success Centre (<https://www.ucalgary.ca/student-services/student-success/learning/academic-integrity>).

For further information on Academic Misconduct, see the University Calendar (section K: <http://www.ucalgary.ca/pubs/calendar/current/k.html>) and the University's Academic Integrity Handbook (<https://www.ucalgary.ca/live-uc-ucalgary-site/sites/default/files/teams/9/AI-Student-handbook-1.pdf>).

### **Academic Accommodation:**

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities.pdf>). Students who require an accommodation in relation to their coursework based on a protected ground other than Disability should communicate this need in writing to their Instructor.

SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit [www.ucalgary.ca/access/](http://www.ucalgary.ca/access/).

#### **Instructor Intellectual Property:**

Course materials created by instructors (including presentations and posted notes, lectures, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited.

#### **Freedom of Information and Protection of Privacy:**

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

#### **Copyright Legislation:**

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright-policy.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy <https://www.ucalgary.ca/pubs/calendar/current/k.html>.

#### **Desire 2 Learn (D2L) Help:**

Go to <http://elearn.ucalgary.ca/desire2learn/home/students> for Student Help and FAQ's about D2L. Troubleshooting tips and a tutorial are also available on this website.

#### **Program Advising and Registration/Enrollment:**

- For program planning and advice, contact the advising centre for your Faculty: <https://www.ucalgary.ca/registrar/registration/advising>
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625].

#### **Sexual Violence Policy:**

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence.

The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>

**Other Important Information:**

Please visit the Registrar's website at: <https://www.ucalgary.ca/registrar/registration/course-outlines> for additional important information on the following:

- Wellness and Mental Health Resources
- Student Success
- Student Ombuds Office
- Student Union (SU) Information
- Graduate Students' Association (GSA) Information
- Emergency Evacuation/Assembly Points
- Safewalk