

University of Calgary
Department of Communication, Media and Film

Communication and Media Studies COMS 595-S01
Film Studies FILM 595-S01

Honours Thesis Seminar

Fall 2018

September 13, 2018 – December 06, 2018
Th 2:00 – 3:50 (excluding Nov. 15th)

Instructor: Dr. S. Thrift
Office: SS 210
Office Phone: 403-220-5320
E-Mail: samantha.thrift@ucalgary.ca
Web Page: D2L available through MyUofC portal
Office Hours: T 11:30-1:30

Course Description

Individual research and seminar activities (e.g., critiques, presentations, and peer reviews of drafts) to produce a proposal and a paper to be used as the basis for the Honours Thesis.

Additional Information

This course requires student participation in two components, seminar activities and independent research:

- 1) The 595 seminar provides a collegial and supportive environment for discussion of thesis-related skills and issues. Students will take part in group critiques, individual presentations, and peer review of draft chapters.
- 2) Students will also write an extended proposal and paper, which will form the basis for the Honours Thesis. These writing projects will be executed under the supervision of a faculty member and co-direction of the honours program coordinator.

Note: Communication and Media Studies 313 or Communication Studies 313 and admission to the Honours Program is required.

Objectives of the Course

- To conduct a senior undergraduate-level independent research project, culminating in an expanded honours thesis proposal and complete literature review and/or theory chapter.
- To learn about various research methods, thesis research and writing processes, and thesis structures and styles through peer review, seminar activities, and thesis-related assignments.
- To learn how to effectively present one's research in a written document and oral presentation format.

Textbooks and Readings

No textbooks are required, however students will be required to read materials for their thesis and to review each other's drafts and presentations.

Internet and electronic communication device information

Laptops may be used for purposes related to the course. Please do not use electronic devices during other students' presentations.

Assignments and Evaluation

Weight	Course components	Due
10%	Seminar participation Students are expected to prepare for and actively engage in seminar activities. Class meetings are every two weeks in Fall. Please make a standing appointment to meet your supervisor in the intervening weeks. Your participation will be evaluated by the completion of 5 in-class progress reports at the end of each seminar meeting, beginning Oct. 11.	As scheduled.
10%	Previous Thesis Presentation Students will select an Honours Thesis from the Honours website (https://commfilm.ucalgary.ca/undergraduate/honours-program). Students must read the thesis and prepare a 10-minute presentation. The presentation should identify not only the topic of the project, but also the key components of the thesis format (i.e., its structure) and its relative strengths and weaknesses.	Sept. 27
20%	Honours Thesis Proposal & Bibliography (5 pages) Students must prepare an expanded honours thesis proposal (with bibliography). This proposal may be based on the initial proposal used to gain admittance to the honours program, but must be developed more fully through additional research and more advanced conceptualization of the project. This proposal should demonstrate the feasibility of the honours research by stating the key research question(s), articulating a clear theoretical framework and methodological approach, and producing a clear timeline to completion. More details provided in class.	Oct. 11
15%	Thesis Project Presentation Students will prepare a 10-minute presentation detailing their honours thesis projects, based on additional research and further conceptualization of the project undertaken for their extended proposal. These presentations will be evaluated on the suitability of the presentation format, the clarity of the ideas communicated, and the ability of the presenter to field questions about their research.	Oct. 11
5%	Peer Review: Chapter Posting Students need to upload their chapter to D2L for peer review by Nov. 5. All submissions should be read prior to meeting as a group on Nov. 22.	Nov. 19
15%	Peer Review Seminar time will be given for peer review of each other's chapters. Attendance is critical for this component.	Nov. 22
25%	Thesis chapter Students will submit a final version of their literature review and/or theory chapter for assessment.	Dec. 6

Registrar-scheduled Final Examination: No

You do not need to complete all assignments and exams in order to receive a passing grade in the course. However, students must achieve a grade of B- (or higher) in order to take COMS 597 / FILM 597 (unless exceptional circumstances apply).

Submission of Assignments:

- 590 seminar documents will be submitted via D2L using the following file name format: 590-Draft01-LastnameFirstname.docx

Please include your name and ID number on all assignments, and be prepared to provide picture ID to pick up assignments or look at marked final exams in SS 320. Personal information is collected in accordance with the *Freedom of Information and Protection of Privacy (FOIP) Act*. For more information, see

<http://www.ucalgary.ca/legalservices/foip/foip-hia>

Note: It is the student's responsibility to keep a copy of each submitted assignment and to ensure that the proper version is submitted (particularly in courses requiring electronic submission). Including a version date in your file name may be useful.

Policy for Late Assignments

Late assignments may reflect on the quality of your thesis and your final thesis grade, at the discretion of your supervisor. Upon consultation with your thesis supervisor and the honours coordinator, you may reschedule your deadline dates to accommodate the phases of research and writing for your particular thesis.

Student Accommodations:

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; 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/.

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. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

- Students seeking accommodation for transient illnesses (e.g., the flu) should contact their instructors. Whenever possible, students should advise their instructors in advance if they will be missing quizzes, presentations, in-class assignments, or group meetings.
- When accommodations are granted, they may take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test.
- For information on Deferrals of Final Exams and Term Work, see sections G.6 and G.7 of the *University Calendar* at <http://www.ucalgary.ca/pubs/calendar/current/g-6.html> and <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>

Grading & Department of Communication, Media and Film Grade Scale

Final grades are reported as letter grades. In this course, point scores will be used for all assignments. The following chart outlines the grade scale percentage equivalents used in the Department of Communication, Media and Film.

Grade Point Value	Description	Grade	Dept of CMF grade scale equivalents*	Letter grade % equivalent for calculations* **
4.00	Outstanding performance	A+	96 - 100%	98.0%
4.00	Excellent performance	A	90 - 95.99%	93.0%
3.70	Approaching excellent performance	A -	85 - 89.99%	87.5%
3.30	Exceeding good performance	B+	80 - 84.99%	82.5%
3.00	Good performance	B	75 - 79.99%	77.5%
2.70	Approaching good performance	B-	70 - 74.99%	72.5%
2.30	Exceeding satisfactory performance	C+	65 - 69.99%	67.5%
2.00	Satisfactory performance	C	60 - 64.99%	62.5%
1.70	Approaching satisfactory performance	C-	55 - 59.99%	57.5%
1.30	Marginal pass. Insufficient preparation for subsequent courses in the same subject	D+	53 - 54.99%	54.0%
1.00	Minimal pass. Insufficient preparation for subsequent courses in the same subject	D	50 - 52.99%	51.5%
0.00	Failure. Did not meet course requirements.	F	0 - 49.99%	0%

* If percentages are used to calculate final grades, then grades falling within these ranges will be translated to the corresponding letter grades.

** These percentage equivalents will be used for calculating final grades unless an alternative method of final grade calculation is outlined above.

Writing Skills Statement

Department policy directs that 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, you may use the writing support services in the Student Success Centre (3rd floor, Taylor Family Digital Library). Visit the website for more details: <http://www.ucalgary.ca/ssc/writing-support>

Plagiarism

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. In-text citations must be provided, and readers must be able to tell exactly where your words and ideas end and other people's words and ideas begin. Wording taken directly from a source must be enclosed within quotation marks (or, for long

quotations, presented in the format prescribed by the documentation style you are using). Paraphrased information must not follow the original wording and sentence structure with only slight word substitutions here and there. These requirements apply to all assignments and sources, including those in non-traditional formats such as Web pages or visual media.

For information on citation and documentation styles (including APA, Chicago, IEEE, MLA, and others), visit the links provided at <https://ucalgary.ca/ssc/resources/writing-support/436>. Research and citation resources are also available on the website of the Purdue Online Writing Lab (OWL) at <https://owl.english.purdue.edu/owl/section/2/> If you have questions about how to document sources, please consult your instructor or visit the writing support services in the Student Success Centre (3rd floor, Taylor Family Digital Library, at <http://www.ucalgary.ca/ssc/writing-support>).

Academic Misconduct

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

Research Ethics

Whenever you perform research with human participants (e.g., surveys, interviews, or observations) as part of your university studies, you are responsible for following university research ethics guidelines. Your instructor must review and approve your research plans and supervise your research. For more information about your research ethics responsibilities, see <http://arts.ucalgary.ca/research/resources/ethics>

Note: If your thesis requires you to conduct any primary research involving human subjects (i.e., surveys, interviews, observations), OR to analyze data which is not publicly accessible without login or special permission from individuals or organizations (i.e., privacy-protected social media, or internal organizational documents), you must first obtain Faculty of Arts Research Ethics Committee approval.

- Do not recruit any participants or contact organizations until you obtain approval. Guidelines and forms are at: <http://arts.ucalgary.ca/research/resources/ethics> under “Individual Student Research”
- First, complete the Government of Canada Tri-Council Agency online training program at <http://www.pre.ethics.gc.ca/eng/education/tutorial-didacticiel/>
- By the October deadline, submit your ethics application to the Faculty of Arts Research Ethics Committee. Seek the guidance of your thesis supervisor and obtain their approval of your application. Include the Tri-Council certificate of completion in your application.
- After submitting the application to the Faculty of Arts, be prepared to submit revisions requested by the committee; the review may take several weeks to process.

Important information, services, and contacts for students

For information about . . .	Visit or contact . . .
ARTS PROGRAM ADVISING (ASC)	SS 102 403-220-3580 artsads@ucalgary.ca
CAMPUS SECURITY	http://www.ucalgary.ca/security/ 403-220-5333

<ul style="list-style-type: none"> • Calgary Police Service • Emergency Text Messaging • Emergency Evacuation & Assembly • Safewalk Program 	<p>403-266-1234 Emergency: call 911</p> <p>http://www.ucalgary.ca/emergencyplan/textmessage</p> <p>http://www.ucalgary.ca/emergencyplan/assemblypoints</p> <p>If you feel uncomfortable walking alone at any time, call Campus Security for an escort (220-5333). For more information, see http://www.ucalgary.ca/security/</p>
<p>DESIRE2LEARN (D2L) Support</p> <ul style="list-style-type: none"> • IT help line 	<p>http://elearn.ucalgary.ca/desire2learn/home/students</p> <p>403-220-5555 or itsupport@ucalgary.ca</p>
<p>STUDENT SUCCESS CENTRE</p> <ul style="list-style-type: none"> • Writing Support Services • Student Services Mobile App 	<p>http://ucalgary.ca/ssc</p> <p>http://www.ucalgary.ca/ssc/writing-support</p> <p>http://ucalgary.ca/currentstudents</p>
<p>STUDENTS' UNION CONTACTS</p> <ul style="list-style-type: none"> • Faculty of Arts Reps • Student Ombudsman 	<p>https://www.su.ucalgary.ca/about/who-we-are/elected-officials/</p> <p>http://www.ucalgary.ca/provost/students/ombuds</p>
<p>SU WELLNESS CENTRE</p> <ul style="list-style-type: none"> • Counselling Services • Health Services • Distress centre 24/7 CRISIS LINE • Online resources and tips 	<p>403-210-9355 (MSC 370), M-F, 9:00–4:30 pm</p> <p>http://ucalgary.ca/wellnesscentre/counselling</p> <p>http://ucalgary.ca/wellnesscentre/health</p> <p>403-266-HELP (4357)</p> <p>http://ucalgary.ca/wellnesscentre/healthycampus</p> <p>If you're concerned about a friend or your own well-being, it is important to seek help early. Call or visit the SU Wellness Centre or the 24-hour crisis line.</p>

Schedule of Seminar Activities & Topics

Seminar Date	Activities & Lectures	Due Dates
Sept. 13	Introductions, Proposals, Theses. Choose a previous thesis to read and present. Ethics applications.	
Sept. 27	Present on a previous honours thesis.	Thesis presentations (Sept. 27).
Oct. 11	Ten minute project presentations.	Proposal & bibliography due. Ten minute project presentations due. Ethics applications due (if necessary).
Oct. 25	Literature reviews and theory sections.	

Nov. 8	Writing a method section.	
Nov. 22	Peer review of literature or theory chapter.	Peer review of chapter. NB: Post your chapter by Nov. 19 (or earlier) and read all submissions by Nov. 22.
Dec. 6	Fall wrap-up: goal setting for winter break.	Submit final version of literature review and/or theory chapter.