SOCA Honours Convenor and Lecturer: Dr Daniela Heil
Room: W343
Ph: (02) 4921 6790
Email: Daniela.Heil@newcastle.edu.au
Consultation hours: Drop in 4-5pm, Mondays, or email for an appointment.

Lecturer: Dr Barry Morris
Room: W348
Ph: (02) 4921 5961
Email: Barry.Morris@newcastle.edu.au
Consultation hours: Drop in Tuesday, 11am-12pm, or email for an appointment.

SOCA4090: Sociology and Anthropology Honours I
&
SOCA4100: Sociology and Anthropology Honours II

COURSE OUTLINE

Semester: Semester 2, 2010
Unit Weighting: 2 x 20
Teaching Methods: Self-Directed Learning and Weekly Seminars (2 x 2hrs)

SOCA 4090: Brief Course Description

This course is one of two Honours level courses which build knowledge and understanding about the history and philosophy of research in Sociology and Anthropology. This knowledge and understanding is used to develop insights into the ways that problems in Sociology and Anthropology are conceived and acted on. The course enhances skills and capacities in reading and literature reviewing, critical reasoning and argument, essay writing and verbal communication. The course includes: discussions of theoretical and applied directions in Sociology and Anthropology; student-based presentations of key issues; and on-line bibliographic searches and writing techniques.

SOCA4090 will involve the analysis and critical evaluation of theoretical issues in the student's area of study.
SOCA 4100: Brief Course Description

This course is the second of two Honours level courses which build knowledge and understanding about the history and philosophy of research in Sociology and Anthropology. This knowledge and understanding is used to develop insights into the ways that problems in Sociology and Anthropology are conceived and acted on. The course enhances skills and capacities in reading and literature reviewing, critical reasoning and argument, essay writing and verbal communication. The course includes: discussions of pure and applied research methods in Sociology and Anthropology; Ethical and research design issues. Student-based presentations of key issues and research proposals; and on-line bibliographic searches and writing techniques.

This course will involve an analysis of theoretical issues and/or research methodologies applicable to the students’ area of study.

The Honours program in the Discipline of Sociology and Anthropology (SOCA) comprises two key parts:

1) The completion of prescribed coursework in SOCA4090 and SOCA4100: worth 50% of the final grade
2) The completion of a 15,000 words thesis in SOCA4110 and SOCA4120: worth 50% of the final grade.

In SOCA4090 and SOCA4100 students are introduced to key debates and perspectives on theory and methods in Sociology and Anthropology. Topics such as the philosophical underpinnings of social research, the links between theory and method, ethical issues, justification of methodology and specific methods are explored. Students attend seminars and complete assessment related to their thesis topic, including literature reviews, a research proposal and an ethics application (where relevant). Students also attend a series of professional development workshops to enhance their scholarly abilities. These courses articulate with the topic-specific readings students do in consultation with their supervisors, and provide the foundation upon which students construct, conduct and write-up their research in the form of a thesis.

The thesis component is undertaken under the auspices of SOCA4110 and SOCA4120 (which are taken together), and involves the production and submission of a research dissertation on the student's chosen topic in Sociology and Anthropology. The student will be required to undertake independent research, guided where appropriate by directed readings, consultation and feedback from an assigned supervisor. Students are expected to meet regularly with their supervisor and demonstrate progress in their research dissertation. The thesis component allows the student to specialise on a specific topic and demonstrate their ability to appraise the literature, conduct and analyse research, and mount a scholarly argument. In SOCA4120 students are required to present their research in a seminar to an audience of students and academics.

Contact Hours
2 x (1 x SOCA4090 and 1 x SOCA4100) Seminar for 2 Hours (=4hrs) per Week for the Full Term
Self-Directed Learning for 2 x 18 Hours per Week for the Full Term

Course Objectives
By the end of this course students will have:
1. An advanced comprehension of contemporary issues in Sociology and Anthropology and their historical dimensions.
2. An advanced understanding of cross-disciplinary linkages within Sociology and Anthropology and between Sociology and Anthropology and other disciplines.
3. An advanced comprehension of the variety of theoretical and methodological approaches with which to examine and evaluate issues and problems in Sociology and Anthropology.
4. A wide range of skills and methods necessary to undertake a complex analysis and communication of issues in Sociology and Anthropology and to critically analyse measures, indicators, reports and policies.

Course Content
- Topics in Sociology and Anthropology, presented as 2 x one continuous seminar;
- Advanced skills development:
Assessment Items

| Other: (please specify) | Essays / Written Assignments |

Assumed Knowledge

A major in the appropriate discipline with a minimum credit grade average

Must be enrolled in 10214 - B Arts (Hons) or 10726 - B Social Science (Hons)

Callaghan Campus Timetable

**SOCA4090**
SOCIOLOGY & ANTHROPOLOGY HONS I
Enquiries: School of Humanities and Social Science
Semester 2 — 2010
Seminar  Tuesday  9:00 - 11:00  W326

**SOCA4100**
SOCIOLOGY & ANTHROPOLOGY HONS II
Enquiries: School of Humanities and Social Science
Semester 2 — 2010
Seminar  Tuesday  11:30 - 1:30  [as above]

IMPORTANT UNIVERSITY INFORMATION

ACADEMIC INTEGRITY

Academic integrity, honesty, and a respect for knowledge, truth and ethical practices are fundamental to the business of the University. These principles are at the core of all academic endeavour in teaching, learning and research. Dishonest practices contravene academic values, compromise the integrity of research and devalue the quality of learning. To preserve the quality of learning for the individual and others, the University may impose severe sanctions on activities that undermine academic integrity. There are two major categories of academic dishonesty:

**Academic fraud** is a form of academic dishonesty that involves making a false representation to gain an unjust advantage. Without limiting the generality of this definition, it can include:

a) falsification of data;
b) using a substitute person to undertake, in full or part, an examination or other assessment item;
c) reusing one's own work, or part thereof, that has been submitted previously and counted towards another course (without permission);
d) making contact or colluding with another person, contrary to instructions, during an examination or other assessment item;
e) bringing material or device(s) into an examination or other assessment item other than such as may be specified for that assessment item; and
f) making use of computer software or other material and device(s) during an examination or other assessment item other than such as may be specified for that assessment item.
g) contract cheating or having another writer compete for tender to produce an essay or assignment and then submitting the work as one's own.
Plagiarism is the presentation of the thoughts or works of another as one's own. University policy prohibits students plagiarising any material under any circumstances. Without limiting the generality of this definition, it may include:

a) copying or paraphrasing material from any source without due acknowledgment;

b) using another person's ideas without due acknowledgment;

c) collusion or working with others without permission, and presenting the resulting work as though it were completed independently.

Turnitin is an electronic text matching system. During assessing any assessment item the University may -

· Reproduce this assessment item and provide a copy to another member of the University; and/or

· Communicate a copy of this assessment item to a text matching service (which may then retain a copy of the item on its database for the purpose of future checking).

· Submit the assessment item to other forms of plagiarism checking

RE-MARKS AND MODERATIONS
Students can access the University's policy at: http://www.newcastle.edu.au/policylibrary/000769.html

MARKS AND GRADES RELEASED DURING TERM
All marks and grades released during term are indicative only until formally approved by the Head of School.

SPECIAL CIRCUMSTANCES AFFECTING ASSESSMENT ITEMS

Extension of Time for Assessment Items, Deferred Assessment and Special Consideration for Assessment Items or Formal Written Examinations items must be submitted by the due date in the Course Outline unless the Course Coordinator approves an extension. Unapproved late submissions will be penalised in line with the University policy specified in Late Penalty above.

Requests for Extensions of Time must be lodged no later than the due date of the item. This applies to students:

· applying for an extension of time for submission of an assessment item on the basis of medical, compassionate, hardship/trauma or unavoidable commitment; or

· whose attendance at or performance in an assessment item or formal written examination has been or will be affected by medical, compassionate, hardship/trauma or unavoidable commitment.

Students must report the circumstances, with supporting documentation, as outlined in the Special Circumstances Affecting Assessment Items Procedure at: http://www.newcastle.edu.au/policylibrary/000641.html

Note: different procedures apply for minor and major assessment tasks.

Students should be aware of the following important deadlines:

· Special Consideration Requests must be lodged no later than 3 working days after the due date of submission or examination.

· Rescheduling Exam requests must be received no later than 10 working days prior the first date of the examination period.

Late applications may not be accepted. Students who cannot meet the above deadlines due to extenuating circumstances should speak firstly to their Program Officer or their Program Executive if studying in Singapore.
STUDENTS WITH A DISABILITY OR CHRONIC ILLNESS

University is committed to providing a range of support services for students with a disability or chronic illness. If you have a disability or chronic illness which you feel may impact on your studies please feel free to discuss your support needs with your lecturer or course coordinator.

Disability Support may also be provided by the Student Support Service (Disability). Students must be registered to receive this type of support. To register contact the Disability Liaison Officer on 02 4921 5766, email at: student-disability@newcastle.edu.au. As some forms of support can take a few weeks to implement it is extremely important that you discuss your needs with your lecturer, course coordinator or Student Support Service staff at the beginning of each semester. For more information on confidentiality and documentation visit the Student Support Service (Disability) website: www.newcastle.edu.au/services/disability.

CHANGING YOUR ENROLMENT

Students enrolled after the census dates listed in the link below are liable for the full cost of their student contribution or fees for that term.

http://www.newcastle.edu.au/study/fees/censusdates.html

Students may withdraw from a course without academic penalty on or before the last day of term. Any withdrawal from a course after the last day of term will result in a fail grade.

Students cannot enrol in a new course after the second week of term, except under exceptional circumstances. Any application to add a course after the second week of term must be on the appropriate form, and should be discussed with staff in the Student Hubs or with your Program Executive at PSB if you are a Singapore student.

To check or change your enrolment online go to myHub: https://myhub.newcastle.edu.au

STUDENT INFORMATION & CONTACTS

Various services are offered by the Student Support Unit:
www.newcastle.edu.au/service/studentsupport/

The Student Hubs are a one-stop shop for the delivery of student related services and are the first point of contact for students studying in Australia. Student Hubs are located at:

<table>
<thead>
<tr>
<th>Callaghan Campus</th>
<th>Port Macquarie students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shortland Hub: Level 3, Shortland Building</td>
<td>contact your program officer or</td>
</tr>
<tr>
<td>Hunter Hub: Level 2, Student Services Centre</td>
<td><a href="mailto:EnquiryCentre@newcastle.edu.au">EnquiryCentre@newcastle.edu.au</a></td>
</tr>
<tr>
<td>City Precinct</td>
<td>Phone 4921 5000</td>
</tr>
<tr>
<td>City Hub &amp; Information Common, University House</td>
<td>Singapore students</td>
</tr>
<tr>
<td>Central Coast Campus (Ourimbah)</td>
<td>contact your PSB Program Executive</td>
</tr>
<tr>
<td>Student Hub: Opposite the Main Cafeteria</td>
<td></td>
</tr>
</tbody>
</table>

OTHER CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Faculty Websites</th>
<th>General enquiries</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/business-law/">www.newcastle.edu.au/faculty/business-law/</a></td>
<td>Callaghan, City and Port Macquarie</td>
</tr>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/education-arts/">www.newcastle.edu.au/faculty/education-arts/</a></td>
<td>Phone: 02 4921 5000</td>
</tr>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/engineering/">www.newcastle.edu.au/faculty/engineering/</a></td>
<td>Email: <a href="mailto:EnquiryCentre@newcastle.edu.au">EnquiryCentre@newcastle.edu.au</a></td>
</tr>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/health/">www.newcastle.edu.au/faculty/health/</a></td>
<td>Ourimbah</td>
</tr>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/science-it/">www.newcastle.edu.au/faculty/science-it/</a></td>
<td>Phone: 02 4348 4030</td>
</tr>
<tr>
<td>Rules Governing Undergraduate Academic</td>
<td>Email: <a href="mailto:EnquiryCentre@newcastle.edu.au">EnquiryCentre@newcastle.edu.au</a></td>
</tr>
<tr>
<td></td>
<td>The Dean of Students</td>
</tr>
</tbody>
</table>
This course outline will not be altered after the second week of the term except under extenuating circumstances with Head of School approval. Students will be notified in advance of the change.

End of CTS Entry

Studentmail and Blackboard: Refer to [www.blackboard.newcastle.edu.au/](http://www.blackboard.newcastle.edu.au/)

This course uses Blackboard and studentmail to contact students, so you are advised to keep your email accounts within the quota to ensure you receive essential messages. To receive an expedited response to queries, post questions on the Blackboard discussion forum if there is one, or if emailing staff directly use the course code in the subject line of your email. Students are advised to check their studentmail and the course Blackboard site on a weekly basis.

Important Additional Information

Details about the following topics are available on your course Blackboard site (where relevant). Refer - [www.blackboard.newcastle.edu.au/](http://www.blackboard.newcastle.edu.au/)

- Online copy submission to Turnitin
- Penalties for Late Assignments
- Special Circumstances
- No Assignment Re-submission
- Re-marks & Moderations
- Return of Assignments
- Student Representatives
- Student Communication
- Essential Online Information for Students
Written Assignment Presentation and Submission Details

Students are required to submit assessment items by the due date. Late assignments will be subject to the penalties described below.

**Hard copy submission:**
- **Type your assignments:** All work must be typewritten in 11 or 12 point black font. Leave a wide margin for marker’s comments, use 1.5 or double spacing, and include page numbers.
- **Word length:** The word limit of all assessment items should be strictly followed – 10% above or below is acceptable, otherwise penalties may apply.
- **Proof read** your work because spelling, grammatical and referencing mistakes will be penalised.
- **Staple the pages** of your assignment together (do not use pins or paper clips).
- **University Assessment Item Coversheet:** All assignments must be submitted with the University coversheet available at: [http://www.newcastle.edu.au/study/forms/](http://www.newcastle.edu.au/study/forms/)
- Assignments are to be submitted directly to the Honours Convenor.
- **Keep a copy of all assignments:** It is the student’s responsibility to produce a copy of their work if the assignment goes astray after submission. Students are advised to keep updated back-ups in electronic and hard copy formats.

**Return of Assignments**
Where possible, assignments will be marked within 3 weeks and returned to students in class. At the end of semester, students can collect assignments from Dr Heil, Dr Morris or electronically (please see Turnitin).

**Preferred Referencing Style**
Wherever you use information from another author’s work, either a direct quotation or paraphrased information (rewritten in your own words) you must correctly reference the source of the information in a consistent format. In this course, it is recommended that you use the use the Harvard in-text referencing system (or the APA system) for referencing sources of information used in assignments. Inadequate or incorrect reference to the work of others may be viewed as plagiarism and result in reduced marks or failure.

An in-text citation names the author of the source, gives the date of publication, and for a direct quote includes a page number, in parentheses. For example: (Citizen 2003: 10). At the end of the paper, a list of references provides publication information about the source; the list is alphabetised by authors' last names (or by titles for works without authors). Students are encouraged to adopt the format used by the *Journal of Sociology*.

**SOCA 4090 Assessment Items:**

<table>
<thead>
<tr>
<th>1) Ethics application 50%, 3000 words or theoretical paper [= Alternate Assessment; please see below for further details]</th>
<th>Due: Week 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>This assessment presents 50% of the mark you will receive for SOCA4090 (=50% / 100%). As far as your overall Honours mark is concerned, this assessment presents 12.5%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2) Critical Analysis of Journal Article and oral presentation in class (written paper + sample evidence table) 50%</th>
<th>Due:</th>
</tr>
</thead>
<tbody>
<tr>
<td>This assessment -- in conjunction with the oral presentation -- presents 50% of the mark you will receive for SOCA4090 (=50% / 100%). As far as your overall Honours mark is concerned, this assessment presents 12.5%</td>
<td></td>
</tr>
</tbody>
</table>
SOCA 4100 Assessment Items:

**Critical review and analysis of substantive literature (+ written paper, 2000 words + annotated bibliography template) due one week after presentation**

This assessment -- in conjunction with the oral presentation -- presents 40% of the mark you will receive for SOCA4100 (=40% / 100%). As far as your overall Honours mark is concerned, this assessment presents 10%.

**Research proposal: Oral Presentation & Written Paper (3000 words)**

This assessment -- in conjunction with the oral presentation -- presents 60% of the mark you will receive for SOCA4100 (=60% / 100%). As far as your overall Honours mark is concerned, this assessment presents 15%.

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**Online copy submission to Turnitin via course Blackboard website**

In addition to hard copy submission, students are required to submit an electronic version of their assignments to Turnitin via the course Blackboard website.

Prior to final submission, all students have the opportunity to submit drafts of their assignment to Turnitin to self-check their referencing. Assignments will not be marked until both hard copy and online versions have been submitted. Marks may be deducted for late submission of either version.

**Penalties for Late Assignments**

Assignments submitted after the due date, without an approved extension of time or other extenuating circumstances will be penalised by the reduction of 5% of the possible maximum mark for the assessment item for each day or part day that the item is late. Weekends count as one day in determining the penalty. Assessment items submitted more than ten days after the due date will be awarded zero marks.

**No Assignment Re-submission**

Students who have failed an assignment are not permitted to revise and resubmit it in this course. However, students are always welcome to contact the Honours Convenor to make a consultation time to receive individual feedback on their assignments.

**Re-marks and Moderations**

A student may only request a re-mark of an assessment item before the final result – in the course to which the assessment item contributes – has been posted. If a final result in the course has been posted, the student must apply under the Procedures for Appeal against a Final Result (see: http://www.newcastle.edu.au/study/forms/).

Students concerned at the mark given for an assessment item should first discuss the matter with the Course Coordinator. If subsequently requesting a re-mark, students should be aware that as a result of a re-mark the original mark may be increased or reduced. The case for a re-mark should be outlined in writing and submitted to the Course Coordinator, who determines whether a re-mark should be granted, taking into consideration all of the following:
1. whether the student had discussed the matter with the Course Coordinator
2. the case put forward by the student for a re-mark
3. the weighting of the assessment item and its potential impact on the student’s final mark or grade
4. the time required to undertake the re-mark
5. the number of original markers, that is,
   a) whether there was a single marker, or
   b) if there was more than one marker whether there was agreement or disagreement on the marks awarded.

A re-mark may also be initiated at the request of the Course Coordinator, the Head of School, the School Assessment Committee, the Faculty Progress and Appeals Committee or the Pro Vice-Chancellor. Re-marks may be undertaken by:
1. the original marker; or
2. an alternate internal marker; or
3. an alternate external marker (usually as a consequence of a grievance procedure).

Moderation may be applied when there is a major discrepancy (or perceived discrepancy) between:
1. the content of the course as against the content or nature of the assessment item(s)
2. the content or nature of the assessment item(s) as against those set out in the Course Outline
3. the marks given by a particular examiner and those given by another in the same course
4. the results in a particular course and the results in other courses undertaken by the same students.

Further detail on this University policy can be found at:

Return of Assignments
Where possible, assignments will be marked within 3 weeks and returned to students in class. At the end of semester, students can collect assignments from Dr Heil, Dr Morris or electronically (please see Turnitin).

Preferred Referencing Style
Wherever you use information from another author’s work, either a direct quotation or paraphrased information (rewritten in your own words) you must correctly reference the source of the information in a consistent format. In this course, it is recommended that you use the use the Harvard in-text referencing system (or the APA system) for referencing sources of information used in assignments. Inadequate or incorrect reference to the work of others may be viewed as plagiarism and result in reduced marks or failure.

An in-text citation names the author of the source, gives the date of publication, and for a direct quote includes a page number, in parentheses. For example: (Citizen 2003: 10). At the end of the paper, a list of references provides publication information about the source; the list is alphabetised by authors' last names (or by titles for works without authors). Students are encouraged to adopt the format used by the Journal of Sociology.

Student Communication
Students should discuss any course related matters with their Tutor, Lecturer, or Course Coordinator in the first instance and then the relevant Discipline or Program Convenor. If this proves unsatisfactory, they should then contact the Head of School if required. Contact details can be found on the School website.

Essential Online Information for Students
Information on Class and Exam Timetables, Tutorial Online Registration, Learning Support, Campus Maps, Careers information, Counselling, the Health Service and a range of free Student Support Services can be found at:

Assessment Items, Due Dates and Grading System

Students are expected to prepare for class by completing all the prescribed reading as outlined in the Seminar Program below. The seminar sessions will consist of focussed discussion of the readings. Participation in the seminars will also require students to regularly discuss progress on their research projects. The major item of assessment in this course is a comprehensive Research Proposal which will be presented orally and in written form at the end of Semester. Students are also required to do an oral presentations related to their literature review during allocated weeks throughout the semester.

SOCA 4090, Assessment 1: Completed Ethics Application

| Weighting: 50% | Due Date: (Aim for) Week 6 | Length: As prescribed by the UoN Ethics Committee equivalent to 3000 words |
| Submission details: | | One hard copy with all necessary attachments. |
| | | A preliminary draft should first be submitted to your supervisor for feedback prior to submission for formal assessment. |
| Assessment criteria: | see Appendix 1 |

The Ethics application form should be completed based on the principles covered in the prescribed reading and class discussion. The proposed methodology should be developed in consultation with your thesis supervisor. It must identify an explicit research question or problem and specific objectives, refer briefly to the relevant literature in order to contextualise the research, accurately describe the methodology and methods to be employed (including the rationale/justification and relevant ethical issues) and outline the specific data collection and analysis techniques to be employed.

All necessary attachments — information letters, publicity material, consent forms etc. should be submitted also.

[Assessment 1: Alternate Assessment]

| Weighting: 50% | Due Date: Week 6 | Length: 3000 words |
| Submission details: | One hard copy |
| | A preliminary draft should first be submitted to your supervisor for feedback prior to submission for formal assessment |

Students who are undertaking library research who do not need ethics approval will submit a 3000 word paper supplementary to the Research Proposal assessed for SOCA4090. The SOCA 4100 component of the proposal should detail their research strategies, especially where media or documentary analysis is the methodology employed and/or the conceptual framework developed for the research.

Full time students may submit a 6000 word research proposal. Part time students may submit a substantially updated research proposal.

Criteria will be similar to those for SOCA4090.

SOCA 4090, Assessment 2:

Critical Analysis of Journal Article, oral presentation and written

| Oral presentation: 30 minutes |
| Written paper: 2000 words (due one week after oral presentation) |
| Weighting: 50% |
| Assessment criteria: see Appendix 2 |
This task encourages you to critically evaluate a journal article of sociological and/or anthropological relevance. You will be allotted a week to present an article review in both oral and written forms. This task involves constructing an evidence table (see below) with at least 10 articles on it. Then choose one key one to present to the class in the context of the literature you have been reading.

In conducting your review:

a) Find and review one refereed journal article published from the year 2000 onwards that is relevant to your thesis topic. The article must report empirical data.

   Recommended databases for finding relevant journal articles include:
   - Sociological and/or Anthropological Abstracts
   - Expanded Academic ASAP
   - Social Science Journals
   - AUSTROM
   - Blackwell Synergy.

   DO NOT use review articles, editorials, book chapters, newspapers or current affairs magazines.

2. **Distribute a copy of the article** to the other students and the convenor/lecturers the week before you present (this can be done via the course Blackboard site).

3. **Start your presentation** by briefly introducing the article in a statement that covers what the article is about (noting the research question, argument and methods used by the author).

4. **DO NOT summarise the article**, instead evaluate its strengths and weaknesses:
   - How persuasive is it?
   - **What does it add to our understanding of the field?** To what core debate does the article contribute to?
   - **What evidence, key concepts, theories and methods are used?** Consider the benefits/limitations of any key concepts and theories used in the article, and the data collection method used.
   - **Could alternative conclusions be drawn?** Could the topic be addressed from another perspective? Are issues neglected? What assumptions does the author make? What do other authors in the field say?

   **Students who are not presenting in any given week are expected to read the articles and contribute to the discussion.**

For your written paper:

1. **Written paper (2000 words, excluding the Evidence Table and references):** Use an essay format with appropriate referencing to prepare a written summary of your presentation.

2. **You are expected to consult the wider literature** to effectively evaluate your article. Your written paper can include more detail and expand on the issues raised in your presentation.

3. **Evidence Table — see below (template downloadable from the Blackboard website):** In addition to your review article, provide a minimum of 10 relevant journal references (these can be theoretical and/or empirical and published at any time) with full bibliographical details in the format of an Evidence Table. An Evidence Table is a common way of presenting and comparing brief summaries of the relevant literature.

Sample Evidence Table
[Downloadable template available from the Blackboard website]

Please see Course Documents
**Preferred referencing format:** Students should use the Harvard or APA referencing system and are encouraged to adopt the format used by the *Journal of Sociology* or *The Australian Journal of Anthropology*.

### Appendix 1: Ethics application/Supplementary Research Proposal Feedback Guide

<table>
<thead>
<tr>
<th>Assessment Criteria:</th>
<th>Unacceptable</th>
<th>Poor</th>
<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research question</td>
<td>--------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>▪ Formulation of research question/s</td>
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<tr>
<td>▪ Development of thesis</td>
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<tr>
<td>Methods</td>
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<tr>
<td>▪ Description and justification of methods</td>
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<tr>
<td>▪ Reflection on ethical issues</td>
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<tr>
<td>Quality of content</td>
<td>--------------</td>
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<td></td>
<td></td>
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<tr>
<td>▪ Use of relevant concepts/research/theories</td>
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</tbody>
</table>
| ▪ Quality of supporting evidence  
  (Adequacy of scholarly sources used) | | | | | |
| Overall structure and presentation | --------------|      |            |      |           |
| ▪ Report format | | | | | |
| ▪ Clarity of expression, spelling and grammar | | | | | |
| ▪ Paragraph and sentence structure | | | | | |
| Correct/consistent in-text referencing | --------------|      |            |      |           |
| ▪ Appropriate use of Harvard or APA system | | | | | |
| Correct and consistent reference list | --------------|      |            |      |           |
| ▪ All in-text references appear in reference list | | | | | |
| Appropriate length   | --------------|      |            |      |           |
| ▪ Within 10% of the word limit | | | | | |
| Inclusion and quality of attachments | --------------|      |            |      |           |
| ▪ For ethics application | | | | | |

**Note:** The above criteria are not of equal weighting and are intended as a guide only.

#### General comments
## Appendix 2: Oral Presentation Feedback Guide

<table>
<thead>
<tr>
<th>Oral Presentation</th>
<th>Unacceptable</th>
<th>Acceptable</th>
<th>Good</th>
<th>Excellent</th>
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<tbody>
<tr>
<td><strong>Structure</strong></td>
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<tr>
<td>• Introduction, logical flow, conclusion</td>
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<tr>
<td>• Appropriate length</td>
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<td><strong>Relevance of content</strong></td>
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<td>• Appropriate summary of material</td>
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<tr>
<td><strong>Interpretation &amp; analysis</strong></td>
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<tr>
<td>• Understanding of material</td>
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<tr>
<td>• Understanding of methodological and ethical issues</td>
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<tr>
<td>• Use of relevant concepts, theories, research</td>
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<tr>
<td><strong>Overall presentation</strong></td>
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<tr>
<td>• Clarity and coherence of oral presentation</td>
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<tr>
<th>Written Paper</th>
<th>Unacceptable</th>
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<th>Good</th>
<th>Excellent</th>
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<td>• Appropriate summary of material</td>
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<td>• Demonstrated clear understanding of article</td>
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<td><strong>Interpretation &amp; analysis of article</strong></td>
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<tr>
<td>• Use of relevant concepts, theories, research</td>
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<td>• Recognition of opposing points of view</td>
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<td>• Critical evaluation of evidence and theories</td>
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<tr>
<td><strong>Overall presentation</strong></td>
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<tr>
<td>• Clarity of writing and expression (spelling, grammar and punctuation)</td>
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<td>• Correct and consistent referencing</td>
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<td>• Appropriate length</td>
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<td><strong>Evidence table</strong></td>
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<td>• Relevance of material</td>
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### General comments
**SOCA 4100, Assessment 1: Oral presentation and written form**

**Critical Analysis of Substantive Literature**

| Oral presentation: 30 minutes |
| Written paper: 2000 words *(due one week after oral presentation)* |
| Weighting: 40% *(Presentation and written version)* |
| Assessment criteria: see Appendix 1 |

This task encourages you to critically evaluate a journal article of sociological/anthropological relevance to your topic. You will be allotted a week to present an article review in both oral and written forms.

**In conducting your review:**

b) Find and review one refereed journal article published from the year 2000 onwards that is relevant to your thesis topic.

- Recommended databases for finding relevant journal articles include:
  - Sociological Abstracts
  - Expanded Academic ASAP
  - Social Science Journals
  - AUSTROM
  - Blackwell Synergy.

  **DO NOT use editorials, book chapters, newspapers or current affairs magazines.**

5. **Distribute a copy of the article** to the other students and the convenor the week before you present (this can be done via the course Blackboard site).

6. **Start your presentation** by briefly introducing the article in a statement that covers what the article is about (noting the research question, argument and methods used by the author).

7. **DO NOT summarise the article**, instead evaluate its strengths and weaknesses:
   - How persuasive is it?
   - What does it add to our understanding of the field? To what core debate does the article contribute to?
   - What evidence, key concepts, theories and methods are used? Consider the benefits/limitations of any key concepts and theories used in the article,
   - Could alternative conclusions be drawn? Could the topic be addressed from another perspective? Are issues neglected? What assumptions does the author make? What do other authors in the field say?

**Students who are not presenting in any given week are expected to read the articles and contribute to the discussion.**

**For your written paper:**

4. **Written paper (2000 words, excluding the Annotated Bibliography and references):** Use an essay format with appropriate referencing to prepare a written summary of your presentation.

5. **You are expected to consult the wider literature** to effectively evaluate your article. Your written paper can include more detail and expand on the issues raised in your presentation.

6. **Annotated Bibliography Template — see below** *(template downloadable from the Blackboard website)*: In addition to your review article, provide a minimum of 10 relevant journal references (these can be theoretical and/or empirical and published at any time) with full bibliographical details in the format of an Annotated Bibliography entry. This is a common way of presenting and comparing brief summaries of the relevant literature.