## Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication</td>
<td>2</td>
</tr>
<tr>
<td>E-Vision</td>
<td>2</td>
</tr>
<tr>
<td>Keele Learning Environment</td>
<td>2</td>
</tr>
<tr>
<td>Timetabling</td>
<td>2</td>
</tr>
<tr>
<td>IT Services</td>
<td>2</td>
</tr>
<tr>
<td>University Policies and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>Library</td>
<td>3</td>
</tr>
<tr>
<td>Student Support</td>
<td>3</td>
</tr>
<tr>
<td>Keele Mentor Scheme</td>
<td>4</td>
</tr>
<tr>
<td>Advice and Support at Keele (ASK)</td>
<td>4</td>
</tr>
<tr>
<td>Personal Tutoring</td>
<td>4</td>
</tr>
<tr>
<td>SAM</td>
<td>5</td>
</tr>
<tr>
<td>Extenuating Circumstances</td>
<td>5</td>
</tr>
<tr>
<td>Leave of Absence</td>
<td>5</td>
</tr>
<tr>
<td>Academic Appeals</td>
<td>5</td>
</tr>
<tr>
<td>Academic Misconduct</td>
<td>6</td>
</tr>
<tr>
<td>Language Learning Unit – Support for International Students</td>
<td>7</td>
</tr>
<tr>
<td>Attendance</td>
<td>7</td>
</tr>
<tr>
<td>Distinctive Keele Curriculum (DKC)</td>
<td>7</td>
</tr>
<tr>
<td>Generic Assessment Criteria</td>
<td>8</td>
</tr>
<tr>
<td>Proofreading guidance</td>
<td>8</td>
</tr>
<tr>
<td>External Examiners</td>
<td>8</td>
</tr>
<tr>
<td>Student Representation and Feedback</td>
<td>9</td>
</tr>
<tr>
<td>Complaints</td>
<td>9</td>
</tr>
<tr>
<td>Visas and Immigration</td>
<td>10</td>
</tr>
<tr>
<td>Equality and Diversity Statement</td>
<td>10</td>
</tr>
<tr>
<td>Programme Information</td>
<td>11 onwards</td>
</tr>
</tbody>
</table>
Communication
The School(s) and other University services will contact you intermittently with important information related to your studies. The primary channel for communication will be your Keele email address. It is expected that you will check your Keele email regularly and you are responsible for reading University emails and taking action if appropriate.

E-Vision - You will also need to make yourself familiar with eVision. EVision provides an opportunity to:
- View your current and previous module marks
- View and update your personal information and contact details
- Request a course change
- View your credit requirements
- View your absence record
- Re-register for your course each year

You can access eVision through the student login on the Keele homepage. E:vision is then accessible through ‘The Office’ tab.

Keele Learning Environment (KLE) – The KLE is used by Keele to provide every student and member of staff with a personal teaching and learning workspace that can be accessed through the Internet.

The KLE gives you access to information, activities and resources associated with the modules you are studying. These might include, for example, lecture notes and slides, pictures and other material together with interactive features such as discussion groups.

You should regularly access the KLE, ideally on a daily basis, since it provides the most accurate and up-to-date information with regard to your modules.

Online help for the KLE can be found here: http://www.keele.ac.uk/klehelp/

Timetabling
You can access your timetable at http://www.keele.ac.uk/timetabling/

IT Services
IT Services are responsible for your IT systems and networks throughout the University. Their services include the wireless network, printing service, IT Suite and Labs, Laptop Loan and Laptop repair service. They provide help and advice using Keele systems such as the KLE, eVision, office software or Google Mail and Apps and advice when connecting to the wireless network (eduroam).

Remember when using Keele University IT systems that you are bound by the IT Conditions of Use, a link to which can be found on http://www.keele.ac.uk/it/. It is important that you familiarise yourself with these to ensure that you use the systems within the terms of the Acceptable Use Policy.
The IT Service Desk is the first point of call for anything IT related. It is based in the campus Library and IT Services building and is open 7 days per week throughout the Semester. For further information regarding IT Services, or to report a problem or seek advice, please visit: http://www.keele.ac.uk/it/.

Links to University policies and regulations

Student Charter: http://www.keele.ac.uk/studentcharter/ - the Charter sets out what you can expect of the University and our expectations of you.

Student-related regulations: http://www.keele.ac.uk/paa/governance/actcharterstatutesordinancesandregulations/universityregulations/student-relatedregulations/

Student Discipline procedures: http://www.keele.ac.uk/studentdiscipline/

Regulations on examinations and assessments: http://www.keele.ac.uk/regulations/regulation8/

Key University dates: http://www.keele.ac.uk/keydates/

University Policy on Late Submission of Assessed Work: http://www.keele.ac.uk/paa/academicadministration/policies/lateandfailurertosubmitwrittenwork/

Library

The University Library’s mission is to provide effective access to all forms of academic information in support of the University’s teaching, learning and research.

We have two Library sites, the main Campus Library and the Health Library at the University Hospital of North Staffordshire (UHNS). We offer almost 1000 study spaces and extensive opening hours - the Campus Library is open 24/7 during semester and the Health Library seven days a week all year (except bank holidays). Students can work in a variety of study environments, ranging from group to silent study, and can also book rooms for either purpose. There’s also a refreshment area in the Campus Library, and WiFi access is available on both our sites.

Our academic collections are provided both online and in print. We subscribe to around 20,000 e-journals, 300,000 e-books and have over 600,000 items on our shelves. Students can access many reading lists online, and our "Catalogue Plus" service can be used to find relevant information both in print and online via a single easy-to-use web catalogue. Books can normally be borrowed for two weeks, one week or one day, depending on demand for the title. Students can get help from our staff at the Library’s InfoPoint, and throughout the year. Liaison Librarians provide an extensive range of training tailored to help students with their research and information skills.

Find out more about our services from our website: http://www.keele.ac.uk/library/.

Student Support and Wellbeing:

Whilst we know that you will have a great experience at Keele, there are likely to be times when you need support, advice or just somebody to talk to. At the University there are services and staff who are specifically in place to offer such support should you need it. We encourage you to familiarise
yourself with these services and should things not feel 100% please do seek out their support - that's what they are here for.

**Student Support Centre** - The Student Support Centre should be your first stop for Academic Advice, Electives information, Financial Support, Support in Accommodation, International Student Support, Critical Incident Support, and Personal Issues, i.e. Bullying, Homesickness (etc.). The team are experienced in dealing with a wide range of issues and will work with you to resolve any issues or concerns that you have at any point during your time here at Keele. Visit: [http://www.keele.ac.uk/ssc](http://www.keele.ac.uk/ssc)

**Student Wellbeing** - Your wellbeing is of paramount importance to us. As such we ask that should you need to, that you talk to us but also engage with Wellbeing Services; these include Disability and Dyslexia Support, Counselling and Mental Health Support. The team of trained and specialist professionals are all committed to providing effective, sensitive support and specifically understand the challenging experiences that students and young people often face. [http://www.keele.ac.uk/studentcounselling/](http://www.keele.ac.uk/studentcounselling/) [http://www.keele.ac.uk/dds/](http://www.keele.ac.uk/dds/)

**Careers and Employability** - Whilst starting a career may seem a long way into the future the Careers and Employability Service offers an excellent source of information and support for students throughout their Keele experience (and beyond). If at any stage you want to get your CV looking great or are uncertain of what to do after you graduate then get in touch with them and talk things through. Visit: [http://www.keele.ac.uk/careers/](http://www.keele.ac.uk/careers/)

To find out more about all of the services above go to [www.keele.ac.uk/studentsupport](http://www.keele.ac.uk/studentsupport)

**Keele Mentors Scheme**
Staff within Student Support also co-ordinate the Keele Mentors Scheme, which is open to all new students. For more information about Keele Mentors and to sign up online go to: [http://www.keele.ac.uk/keelementors/](http://www.keele.ac.uk/keelementors/)

**Advice and Support at Keele (ASK)**
Located on the ground floor of KeeleSU, ASK delivers independent advice on a whole range of issues, including academic, health, family, wellbeing, accommodation, finance, legal, international and employment. The advice and support that ASK offers is free, confidential, non-judgemental and impartial. Our trained Education and Welfare Advisors are here to help, just ASK. For more information, please visit [www.keelesu.com/advice](http://www.keelesu.com/advice) or come and see us between Mon-Fri 10.00am to 12.30pm and 1.00pm to 4.00pm.

**Personal Tutoring**
Your Personal Tutor is a first point of contact for general guidance on academic and career development and, in consultation with yourself, may refer you to specialist academic support services within the University. Your Personal Tutor can also provide advice, support and general guidance on non-academic issues or, again, in consultation with yourself refer you to pastoral support services within the University, where necessary.
Every student is allocated a Personal Tutor at the very beginning of their studies and he or she will normally meet with you on a one-to-one basis to discuss your academic development throughout your time at Keele. Where possible, you will have the same Personal Tutor throughout your studies. Your Personal Tutor will be the Programme Director for your subject.

You must ensure that you notify your Personal Tutor promptly if you are having academic, health or personal problems that are affecting your academic work and must be an active participant in finding a solution to the problem. Your Personal Tutor’s contact details are available through eVision. If you wish to meet up with your Personal Tutor outside their scheduled meetings, you should make an appointment with them directly or consult them during their office hours.

You can find the University’s Code of Practice for Personal Tutoring at: [Link to Postgraduate Taught Personal Tutoring Handbook]

SAM:
If you need information outside of University opening times or when you’re not on campus, you can also access information and guidance at any time via SAM, our innovative new virtual student advisor offering help on a range of topics on life at Keele at [isam.keele.ac.uk].

Extenuating Circumstances (ECs):
Important - changes for September 2014
If your personal circumstances are affecting your studies then you should speak with your School as soon as possible to see if any arrangements can be made. If it is deemed necessary then you may have to submit a claim for extenuating circumstances.

It is in your best interests to speak with someone as quickly as possible, and certainly before any assessment deadline or exam. If you leave it too late then it may be more difficult to give you the necessary help. You should also not wait until you receive your end of year results and then decide to ask for extenuating circumstances to be taken into account as this will not be allowed.

Detailed information on extenuating circumstances criteria, the claims process and evidence requirements can be found in the “Extenuating Circumstances Guide to Students” which can be downloaded from: [www.keele.ac.uk/ec]

Leave of Absence:
If you feel you need a break from your course for personal, financial, medical or other reasons, it may be possible to take a Leave of Absence, which usually lasts for a semester or a year. Further details are available here: [http://www.keele.ac.uk/ssds/changeofcircumstances/takingaleaveofabsence/]

Academic Appeals:
Your final module marks, and your eventual degree classification, are confirmed by a Board of Examiners. It may be possible, in exceptional circumstances, to appeal against the outcome using the Academic Appeals process. The reason for your appeal must be based on one of the following:
A procedural irregularity in the conduct of the assessment

Extenuating circumstances (providing that the Board of Examiners were not already aware of them, that evidence can be provided to support them, and that there is a valid reason for not notifying the Board at an earlier stage)

For more information, please visit http://www.keele.ac.uk/appeals/

**Academic Misconduct:**

Academic Misconduct refers to a number of situations where you might attempt to gain an advantage for yourself and/or another student by doing something that goes against University Regulations. This could refer to your conduct during assessments, coursework, and exams. The University takes any breach of the regulations seriously, and in a minority of cases students are required to withdraw from Keele. It is important that you understand the University’s guidelines and you should speak with your Personal Tutor if you have any queries.

- **Exam Regulations**
  It is important that students are familiar with the exam regulations. If you don’t abide by the regulations, you may be given a penalty, which could impact on your marks and your degree classification. The exam regulations concern all aspects of cheating in exams, including: taking unauthorised notes into exam halls; using unauthorised calculators and other equipment; talking during exams; using a mobile phone or other communication device during exams.
  For more guidance, please read the information on examination conduct at: http://www.keele.ac.uk/paa/studentappealscomplaintsandconduct/studentacademicconduct/

- **Plagiarism**
  Central resources and guidance are available on the web at: http://www.keele.ac.uk/paa/studentappealscomplaintsandconduct/studentacademicconduct/
  The procedure for dealing with allegations of academic misconduct: information for students can be found at the same link.

**Process for Investigating Alleged Ethics Offences at School Level (regarding research projects/dissertations)**

Point 11.5 of Regulation 8 Section 11 states ‘Student projects which involve the participation of human subjects must not be undertaken without the prior approval of a School Student Project Ethics Committee (or another Ethics Committee recognised for this purpose by the relevant School)’. The implications for students who do not obtain ethical approval are as follows:

- Any offence that is deemed to be major will be automatically referred to the Appeals, Complaints and Conduct Manager to be dealt with via Academic Misconduct Panel and the appropriate penalty imposed.
Any offence that is deemed to be minor will be dealt with via the School Student Project Ethics Committee and an appropriate penalty imposed at School level.

The process for investigating alleged offences at School level can be accessed via [http://www.keele.ac.uk/researchsupport/researchethics/](http://www.keele.ac.uk/researchsupport/researchethics/) (section 4.1)

Language Learning Unit (LLU):

**English Language Support for International students**

Individual and group language guidance and assistance is available to international students at all levels - from Foundation Year to PhD researchers; beginners to near-native speakers - from the LLU’s English Language Unit (ELU). Credit-bearing Academic English modules help international undergraduate and postgraduate students develop the skills essential to succeed with their studies, and year-round ‘One-to-One’ tutorials ensure as-needed, personalised English language support.

Incoming non-native English speaking international students on taught programmes will take an ELU language assessment during their first weeks at Keele, after which personalised recommendations for modules or other forms of support are made.

To contact us, email elu@keele.ac.uk, or for more information see keele.ac.uk/llu/englishlanguage/. To book a 30-minute ‘One-to-One’ see keele.ac.uk/llu/englishlanguage/supportforinternationalstudents/.

**Attendance:**

It is very important that you attend all your classes and supervisory meetings and any non-attendance will be monitored. If you have a valid reason for not attending a class then you need to notify your relevant School as soon as possible. Any non-attendance without good cause will result in an informal warning from your School. If you continue to miss classes then the University will take this very seriously and it may result in you being withdrawn from your studies.

Information on University procedures for issuing academic warnings can be found at: [http://www.keele.ac.uk/paa/academicwarnings/](http://www.keele.ac.uk/paa/academicwarnings/)

**Distinctive Keele Curriculum (DKC)**

The DKC is the name given to the package of additional opportunities offered to students alongside their academic programmes. It provides you with an opportunity to design your individual student experience, in order to develop your knowledge, skills, attitudes and values and enhance your talents so you can make a difference to your world.

The DKC is made up of the ‘Development Strand’ (opportunities for personal and professional development), the ‘Distinctive Academic Programmes’ which you find at Keele, the ‘Co-curriculum’ (activities that take place outside of the academic programme of study, such as sports and societies)
and the ‘graduate attributes’ (a list of 10 qualities Keele graduates are expected to develop). You can find more information on the DKC here:
http://www.keele.ac.uk/distinctive/

To get the most out of your studies, improve your performance and achieve your full potential there are a number of development opportunities available to you, including Development Strand workshops and activities. Some of these are embedded into your academic programmes whilst others can be found on the Tune IN events calendar at:
http://www.keele.ac.uk/curriculumsupportanddevelopment/tuneincalendar/

You can reflect on your development in your Keele University Skills Portfolio (KUSP) with an option of gaining an Institute of Leadership and Management accreditation if you meet certain criteria. Full details are available at:
http://www.keele.ac.uk/curriculumsupportanddevelopment

Generic assessment criteria:
The University’s generic assessment criteria are designed as a reference point for staff and students in defining standards of achievement of written work across all subject areas. They describe student achievement in four areas: Knowledge, Understanding and Application; Analysis and Argument; Use of Research-Informed; Communication Skills. These University-wide criteria form the basis for all subject-specific assessment criteria. The University Generic Assessment Criteria can be found here:
http://www.keele.ac.uk/media/keeleuniversity/policyzone/paa/Generic%20Assessment%20Criteria%20final%20senate%20approved%20inc%20Level%203.pdf

Proofreading guidance:
If you decide that you would like someone to proofread your work or you wish to use a proofreading company it is very important that you read the document ‘Proofreading - a Guide for Students.’ Failure to follow the guidance in this document, if you have your work proofread, could result in you being found guilty of academic misconduct due to you having unpermitted assistance. The proofreading guidance document can be downloaded from the website at:
http://www.keele.ac.uk/paa/studentappealscomplaintsandconduct/studentacademicconduct/.

External Examiners:
External Examiners are experienced academics from other institutions or professional practitioners with significant expertise in their field. Their role is to provide an independent assessment that appropriate standards are maintained in Keele’s academic awards in comparison with other universities in the UK.

Their duties involve approving examination papers, checking that marking has been carried out consistently and within the regulations, advising on changes to programme content and writing an annual report. Schools share the reports with students, usually in SSLC meetings, and you can find the latest reports, along with a response from the School, here:
http://www.keele.ac.uk/qa/externalexaminers/reportsandresponses/. NB: you must not contact external examiners directly as they have no remit in relation to individual students.

The list of External Examiners for each subject for the academic year 2014/15 can be found here: http://www.keele.ac.uk/qa/externalexaminers/currentexternalexaminers/

Student representation and feedback:
Student feedback is fundamentally important at Keele and there are a number of formal opportunities for you to get involved. You are also encouraged to speak with staff informally if you have any suggestions for improvements or to seek advice regarding issues with your programme.

● **StARs (Student Academic Representatives)**
  All students have the opportunity to stand for election as a StAR, representing the views of other students on their programme. StARs gather feedback and attend Staff-Student Liaison Committees (SSLCs) to discuss items raised by students and developments to the programme. It is an important role, which is recognised by being HEAR-recordable. There are even StARs awards each year to celebrate the achievements of those who have gone above and beyond the standard duties of a StAR. Look out for further information publicised by KeeleSU, including details of elections. More information can be found here: http://keelesu.com/activities/stars/.

● **Staff-Student Liaison Committees (SSLCs)**
  SSLCs provide a forum for discussion between student representatives (StARs) and staff about programme issues and are usually held once a semester. The meetings are chaired by one of the student reps and act as the principal means for staff to be made aware of the collective opinion of students. Their success depends upon students getting involved, either as reps or by supporting the reps by providing them with your feedback.

● **Module Evaluation**
  At the end of each module students are invited to complete an evaluation form. These are done anonymously and give you an opportunity to have your say on the content and delivery of modules. A summary of the results are considered by the SSLC and other School committees, and also form part of the annual review of the curriculum, known as CARD (Curriculum Annual Review and Development).
  Keele also takes part in the Postgraduate Taught Experience Survey (PTES), which is a national survey run by the Higher Education Academy.

**Complaints:**
A complaint is the expression of a specific concern about the provision of a service, either academic or non-academic, by the University. An informal complaint should initially be addressed to the member of staff who is most directly concerned with the issue; if the problem is explained to them they can often provide an immediate explanation or solution. If you are dissatisfied with the response, or do not feel able to approach the member of staff, you may submit a formal written complaint. Complaints must be submitted within three months of the date of the event(s)
concerned. For further information on how to submit a complaint please refer to the guidance and regulations which can be found on the website at: http://www.keele.ac.uk/studentcomplaints/

**Visas and Immigration**

Any student who requires a visa to be in the UK or who has been granted a Tier 4 Student Visa is bound by the Immigration rules. These rules also apply to students who need to extend their visa to complete their course at Keele University.

The rules and requirements regarding your visa to study at Keele are very strict and you must make sure that you do not accidentally break them. The University is duty bound to report to the Home Office - UK Visas and Immigration on students who do not adhere to the rules, which will result in their visa being cancelled.

Examples on what is reported include (note: this is not an inclusive list):

- students who do not attend their classes, supervisory meetings and checkpoints;
- students who do not pay their Fees on time;
- students who do not make satisfactory progress in their course;
- students who do not provide documentation when requested by the University;
- students who do not keep their UK contact address up-to-date;
- students that take a leave of absence or intermit from their studies;
- students who leave Keele University during their course;
- students that exceed the working limits as stated in their visa;
- students that withdraw or are withdrawn from their studies.

To note, these requirements are subject to change in line with the Immigration Law and the requirements on sponsors by the Home Office - UK Visas and Immigration, formally the UKBA. For more information please refer to the immigration pages on the Keele University website: http://www.keele.ac.uk/visa.

**Equality and Diversity statement**

As a leading example of an open and integrated community Keele University strives to be a place where learning, living and working is a positive experience for all. Equality and Diversity is a core value underpinning the University’s mission.

Our equality and diversity vision is for a University and community that strives for:

- Equality of educational opportunity;
- Valuing the rights, responsibilities and dignity of individuals through our commitment to equality and diversity;
- Valuing probity and ethical behaviour.

These values will underpin everything that we do, helping to ensure that equality and diversity is mainstreamed across the University and is evident in our day to day practice. Further details of our work on Equality & Diversity can be found on the University website via: http://www.keele.ac.uk/hrss/equalitydiversity/
HISTORY AT KEELE
History at Keele is founded upon the core principles of tradition and innovation. The range of material covered in its programmes extends in chronological terms from the earlier middle ages to the present day, and offers a broad geographical coverage from England to Europe, Asia and Africa. We place great emphasis upon exploring the insights offered by other disciplines, as well as on using up-to-date methods and techniques for studying historical, historiographical and methodological issues.

The MA programme utilises the full range of this expertise. It familiarises students with a variety of historical periods, historiographical perspectives and approaches, as well as ensuring that they possess the research skills necessary to successful postgraduate study. It offers students the opportunity to choose from a wide range of option modules whilst also maintaining a central coherence through dedicated core modules.

CONTACT DETAILS

MA Course Director
Dr Shalini Sharma
Room: CBB 1.060
Tel: 01782 733206
Email: s.sharma@keele.ac.uk

MA Administrator
Ms Michaela Owen
Room: CBB0.072
Tel: 01782 733147
Email: m.owen@keele.ac.uk

History Programme Director
Dr Alannah Tomkins
Room: CBB 1.055
Tel: 01782 733465
E-mail: a.e.tomkins@keele.ac.uk

Head of the School of Humanities
Prof. David Amigoni
Room: CBB1.039
Tel: 01782 733398
Email: damigoni@keele.ac.uk

TEACHING STAFF
The teaching staff in History consists of three professors, one reader, five senior lecturers, and seven lecturers. All members of staff have doctorates (PhDs or equivalent) in History or a related discipline. All are active researchers and experienced teachers whose work has been widely published in books and leading international journals. In the most recent government-run assessment of research, the RAE 2008, 85% of our research was judged to be either ‘world-leading’ or of international importance for its originality, significance and rigour. In the very highest category, research outputs
books, articles etc) judged to be world leading, we were placed 8th in the table of the best History departments in the country. The staff group has extensive experience of teaching at undergraduate and postgraduate level in universities in the UK, continental Europe, and North America. Seven members of staff hold teaching qualifications, and one is a fellow of the Higher Education Academy. Details, profiles and roles of members of staff are available online at http://www.keele.ac.uk/history/people/.

MA IN HISTORY AT KEELE

The taught element of the Masters programme comprises core modules in (1) Research Skills for Historians; (2) Approaches to Historical Research; and (3) Directed Reading in History (in which students will select one thematic/chronological based area from a range of options aimed in part to help students in identifying and preparing the research for their dissertation); and two option modules. Following the taught element of the course, students pursue a dissertation topic of their own choosing under the supervision and guidance of a relevant member of the teaching team. All modules offered are taught by staff who are research active and experts in their fields with a commitment to lively and innovative teaching methods. The programme can be studied either full- or part-time. As well as the Master of Arts award, Postgraduate Certificate and Postgraduate Diploma routes are also available.

AIMS OF THE PROGRAMME

The Masters programme aims to enable students to:

- Understand historical change over time and the nature of human societies in the past.
- Develop the ability to construct an historical argument, and to present this coherently, economically and elegantly with the appropriate supporting evidence.
- Deepen their historical knowledge of a variety of periods, places, topics and themes.
- Evaluate and critically assess a range of different kinds of primary sources and to use them appropriately in the development of historical analysis relevant at Masters Level.
- Evaluate and critically assess secondary sources and historiographical debates, and to use them appropriately in the development of historical analysis relevant at Masters Level.
- Develop the ability to research, plan and write a substantial independent project.
- Work both constructively and critically, by themselves and as part of a team, to deliver specific projects.
- Develop research skills commensurate with postgraduate study in the field of History.
- Reflect productively on their strengths, weaknesses, and methods of learning.

WHAT STUDENTS WILL LEARN

What students on the Programme will know, understand, and be able to do, can be described under three main headings:

- Subject knowledge and understanding
- Subject specific skills
- Key or transferable skills (including employability skills).

Students who complete the MA in History will be able to:

- Demonstrate knowledge of the complexities of selected historical trends and issues from different historical periods.
- Explore and analyse a breadth of historical knowledge, spanning eras, continents, cultures and varieties of History (political, social, cultural, religious, etc).
Critically evaluate different approaches to History and the range of skills and methods employed in its pursuit.

- Evaluate historical evidence, arguments and assumptions.
- Recognise some of the uses and abuses of History.
- Construct clear persuasive arguments using advanced literacy and communication skills, and be able to harness these skills in appropriate contexts, and for a range of audiences, through oral presentation and in writing.
- Manage time and resources effectively.

THE STRUCTURE OF THE COURSE

All modules in the first semester are worth 30 credits, with the second semester core modules weighted at 15. In the first semester all students will take the compulsory Approaches to Historical Research (HIS-40002) module. In the second semester all students take the compulsory Research Skills for Historians (HIS-40026) and the Directed Reading in History module (HIS-40027), although within this ‘shell module’ students will select from a range of broadly based thematic, chronological and historiographical offerings. In both semester 1 and 2, full-time students choose one of a number of options, each of which is worth 30 credits. These modules are based on select level III modules. Thus they: (1) reflect the variety in cross-period and thematic spread of History as a subject; (2) are already embedded in research-led teaching, given the rationale for History level III teaching that involves sources-based study of a particular, focussed period or theme; and (3) are independently validated at M level to include additional workshops, guided opportunities for independent study, and a diet of assessment appropriate for Masters level. The dissertation module (HIS-40028) is worth 60 credits and although it runs mainly in semester 3, students will be encouraged to start thinking about dissertation topics much earlier. Indeed the second semester Research Skills for Historians and Directed Reading in History modules have been designed to enable students to begin the framing of their dissertation topic and to engage with the specific thematic or historiographical area of their research topic.

Part-time students will take the course over two years. In the first year, they will take one option module in semester 1 and one option module in semester 2. Across semester 2 and 3 of the first year they will take Research Skills for Historians (HIS-40026) and the Directed Reading in History module (HIS-40027). In the second year, part-time students will take Approaches to Historical Research (HIS-40002) in semester 1 and the Dissertation (HIS-40028) across semesters 2 and 3.

CORE MODULES

Students take all these modules

HIS-40002 Approaches to Historical Research (30 Credits), Semester 1

This module introduces different approaches to the research and writing of history, engages with debates on the status of historical knowledge, and examines the sources and resources available. The seminars are led by specialists within History and are open to all postgraduates in the Humanities and Social Sciences. Throughout, students are encouraged to reflect on the relevance of the material under consideration for their own research topic.

Aims

The course aims to broaden students’ understanding of methodological debates within history and to provide conceptual and other tools for their own research work.

Assessment

Presentation (formative)
Essay (4-5000 words) 100%
HIS-40026 Research Skills for Historians (15 credits), Semester 2
The module will consist of a series of workshops addressing topics such as: issues of postgraduate research in history, formal requirements, originality and standards along with skills development and the research process; the compilation and presentation of critical bibliographies; identifying and accessing relevant printed and online resources and databases relevant to historians; the range of formats of academic writing in history and the process of developing a project outline; critique of students' draft of project outlines.

Aims
To develop MA in History students' ability: to devise a project outline and programme of study; to plan for and conduct relevant literature searches; and also to equip them with discipline-specific skills such as information management and retrieval.

Assessment
Project outline of dissertation topic (c.1000 words) 50%
Annotated bibliography (c.2500 words) 50%

HIS-40027 Directed Reading in History (15 credits), Semester 2
This is a 'shell module' which will involve tutorials from one of a range of thematically/chronologically based options including: Medieval Europe, Early Modern England, Modern Britain, Twentieth-century Europe, Modern World History, Local History, Gender History and Reading and Writing Lives. Students will be given a programme of topic-specific reading by the tutor. Tutorials will involve informal student presentations and discussion of the crucial debates and issues with the theme.

Aims
To introduce students to key critical debates in history and to enable them to begin the framing of their dissertation topic by engaging with the specific thematic or historiographical area of their research topic.

Assessment
Presentation: formative
Essay (3000-4000 words) 100%

HIS-40028 Dissertation (60 credits), Semester 3
The dissertation module allows students to produce their own piece of independent historical research, guided by a supervisor who will be a world-leading expert in the field. Students taking this module will be offered up to 10 hours of one-to-one supervision.

Aims
To undertake a piece of advanced, independent historical research supervised and supported by a member of staff with expertise in the area.

Assessment
15,000-word dissertation following recognised academic standards of presentation 100%

OPTION MODULES
Full-time students take two option modules, one in semester 1 and one in semester 2, taken from the following list (for 2014-15). Part-time students will take their option modules in their second year.

**Semester 1**

- HIS-40029 Religion, Rebellion and the Raj
- HIS-40031 The English Civil War, c.1640-46
- HIS-40041 Suffrage Stories: Representations
- HIS-40036 Spirituality and Social Change in the Eleventh Century, I
- HIS-40046 Reconstructing Eastern Europe, 1918-2000: Space, Place and Society II
- HIS-40048 The Making of Contemporary Africa I
- HIS-40049 Urban Lives in Modern Europe, 2890-1914
- HIS-40051 German Occupation Policy and Warfare in Europe 1938-1945, I
- HIS-40053 After Hitler: West Germany and the Transition to Democracy I

**Semester 2**

- HIS-40044 Spirituality and Social Change in the Eleventh Century, part II
- HIS-40055 The Making of Contemporary Africa III
- HIS-40054 After Hitler: West Germany and the Transition to Democracy, part II
- HIS-40033 Suffrage Stories: lifestories
- HIS-40039 The World Turned Upside Down: the English Revolution, c.1646-53
- HIS-40042 The Art of Dying: Death and Society in Medieval and Early Modern Europe
- HIS-40045 From Sawbones to Social Hero? Doctors and medicine 1808-1886
- HIS-40050 Urban Lives in Modern Europe, 1914-1939
- HIS-40052 German Occupation Policy and Warfare in Europe 1938-1945, II

In these option modules, Masters' students will be expected to read and reflect independently on additional sources/historiographical debates as set by the module tutor. In addition the M-level enhancement will include two workshops for Masters' students (held during the undergraduate assessment periods) which will intensively focus on the discussion of critical materials, and the understanding of the research field in which the critical literature is situated.

**Assessment**

Participation in seminars and workshops (formative)

Reflective Diary weighted 20%

A reflective diary of c.1500 words in which students reflect critically on their own mode of study and learning and the development of the research topic

Essay weighted 80%

A 4000-5000 word essay on a topic as agreed with the tutor
Whilst every effort is made to ensure that the information contained in this Handbook and in all other documentation provided by the School is correct at the time of publication, the University does not accept liability for any inaccuracies.

The Handbook does not replace the entries in the University Regulations, which are authoritative statements. In the case of a contradiction or other discrepancy between information in this Handbook and the Regulations, the Regulations shall be authoritative, unless approval has been given for a variation. We would however, be grateful to you for drawing any sources of contradictory information to our attention.

The statements of policy in this Handbook are made in good faith. In exceptional circumstances the University reserves the right to vary programmes, procedures, and other arrangements at any time. It may be helpful to remember that Schools sometimes operate different procedures and you are advised to refer to the relevant School Handbook for modules being taken in another School.