

**DEPARTMENT OF MODERN LANGUAGES  
AND CULTURAL STUDIES**  
www.mlcs.ualberta.ca

**2015-2016 MLCS 499 A2 (Fall Term)**  
**Documenting Communities**

Instructor: Natalie Kononenko

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Personal Website: www.artsrn.ualberta.ca/folkloreukraine/

Class Time: TBA

Place: TBA

Office Hours: MW 11-1150

*or by appointment*

Course Website: On e-Class

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**Course Prerequisite: Completion of at least one folklore course and permission of the instructor**

**Course-based Ethics Approval** in place regarding all research projects that involve human testing, questionnaires, etc.?

Yes

No, not needed, no such projects approved

**Community Service Learning component**

Required

Optional

None

**Past or Representative Evaluative Course Material Available**

Exam registry – Students' Union

<http://www.su.ualberta.ca/services/infolink/exam/>

See explanations below

Document distributed in class

Other (please specify)

NA – New course

**Additional mandatory Instructional fees (approved by Board of Governors)**

Yes

No

**Course structure and Course objectives:**

The purpose of this course is to allow advanced students to pursue a major research project. The course will have a seminar format. All students in the course will gather once weekly to discuss their fieldwork and their accomplishments and problems. Toward the end of the semester, the students will make a formal presentation of their work. The instructor will seek opportunities for students to share their work with a wider audience.

Students will produce 1) the data that they collected in a clean and organized fashion. A database is an excellent option and constructing a database is a useful skill to learn. Selecting metadata is not easy.

2) Students will also produce a long formal paper. The paper should be article length (20-25 pages, notes included) and the instructor will help students submit papers for publication.

Substitutions are possible. Some examples follow:

- 1) Students may substitute an exhibit or a talk in the community for the formal presentation on campus
- 2) The production of online materials may be substituted for a part of the course research paper, although practice writing longer, article length papers is encouraged.
- 3) Students are expected to participate actively in the weekly seminar discussions, helping their classmates with their work.

**Texts:** Because this is a research seminar, texts will be selected and assigned based on student projects. Students will be expected to report on their readings during weekly seminar meetings.

**Course plan:** During the *first two weeks* students should have a research topic selected and approved. They will write and submit a research proposal where they will state:

- 1) Their research questions – what is the purpose of this research. What question or questions is the research trying to answer?
- 2) Justification of the research – why is it important to do this work? What purpose does it serve? What does it contribute to society or to the student’s scholarly field?
- 3) Methodology – how will the student go about investigating the research question or questions?

During *subsequent weeks and up until the last month of the term (around the second week of November)* students will report weekly on the research conducted, the data collected, any problems or challenges faced. The group will discuss the work and offer suggestions for dealing with challenges.

End of the term – starting middle of November – formal presentations, either in the seminar or outside at other venues. If students present in the community, a description of the event will be reported back to the seminar group.

### **Grade distribution.**

Because this is a research seminar and the nature of new research is difficult to predict, specific percentages will not be assigned. Students will be made aware of their performance in the course on a bi-weekly basis. This will ensure notification of need for improvement.

*While there are no exams in this course, the due date of the paper is based on the University examination schedule. The Fall / Winter Exam Planner for the 2015-2016 academic year can be found at the following site:*

<http://www.registrarsoffice.ualberta.aca/en/Examinations/Fall-2015-Winter-2016-Exam-Planner.aspx>

Your formal research papers are due Dec. 18. Detailed instructions will be on eClass. Submit in my office, ARTS 441-C, by 2PM.

### **Required Notes:**

“Policy about course outlines can be found in Section 23.4(2) of the University calendar.”

### ***Academic Integrity:***

“The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (online at <http://www.governance.ualberta.ca/en/CodesofConductandResidenceCommunityStandards/CodeofStudentBehaviour.aspx> ) and avoid any behaviour which could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.”

### ***Learning and Working Environment:***

The Faculty of Arts is committed to ensuring all students; faculty and staff are able to study and work in an environment safe and free of discrimination and harassment. It does not tolerate behaviour that undermines that environment. The Department urges anyone who feels this policy has been or is being violated to:

- Discuss the matter with the person whose behaviour is causing concern; or
- If that discussion is unsatisfactory, or there is concern that direct discussion is inappropriate or threatening, discuss it with the Chair of the Department.

For additional advice or assistance regarding this policy you may contact the student ombudservice (<http://www.ombudservice.ualberta.ca>).

Information about the University of Alberta Discrimination and Harassment Policy and Procedures described in UAPPOL at

<https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/DispPol.aspx?PID=110> .

### ***Academic Honesty:***

**All students** should consult the information provided by the [Office of Judicial Affairs](#) regarding avoiding cheating and plagiarism in particular and academic dishonesty in general (see the [Academic Integrity Undergraduate Handbook](#) and [Information for Students](#)). If in doubt about what is permitted in this class, ask the instructor.

**Students involved in language courses and translation courses** should be aware that on-line “translation engines” produce very dubious and unreliable “translations.” **Students in language courses** should be aware that, while seeking the advice of native or expert speakers is often helpful, **excessive editorial and creative help** in assignments is considered a form of “cheating” that violates the code of student conduct with dire consequences.

An instructor or coordinator who is convinced that a student has handed in work that he or she could not possibly reproduce without outside assistance is obliged, out of consideration of fairness to other students, to report the case to the Associate Dean of the Faculty. See the [Academic Discipline Process](#).

### ***Recording of Lectures:***

Audio or video recording of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Recorded material is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

### ***Attendance, Absences, and Missed Grade Components:***

Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a

result, consult sections 23.3(1) and 23.5.6 of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

**In this course**, MLCS 499 A2 students are expected to participate in discussions.

Students should have their reading done ahead of time and be prepared to participate actively to help them master and retain the material.

***Policy for Late Assignments:***

Students who consult in advance with an instructor regarding contingencies preventing the timely completion of an assignment may, at the discretion of the instructor, be granted an extension.

Otherwise, a 33% -per-class-day penalty (one third of a grade, e.g. from B+ to B) will be assessed for each subsequent class-day of lateness.

***Student Accessibility Services:*** If you have special needs that could affect your performance in this class, please let me know during the first week of the term so that appropriate arrangements can be made. If you are not already registered with Specialized Support & Disability Services, contact their office immediately (2-800 SUB; Email [sasrec@ualberta.ca](mailto:sasrec@ualberta.ca); Email; phone 780-492-3381; WEB [www.ssd.ualberta.ca](http://www.ssd.ualberta.ca) ).

***Grading:***

Marks for assignments, tests, and exams are given in percentages, to which letter grades are also assigned, according to the table below (“**MLCS Undergraduate Grading Scale**”). The percentage mark resulting from the entire term work then produces the final letter grade for the course.

**“MLCS Undergraduate Grading Scale”**

Letter	%	Pts	Descriptor
A+	95-100%	4.0	<b>Outstanding:</b> Superior performance showing understanding and knowledge of the subject matter far exceeding expectations.
A	90-94%	4.0	<b>Excellent:</b> Superior performance showing comprehensive understanding of subject matter.
A-	86-89%	3.7	<b>Very good:</b> Clearly above average performance with complete knowledge of subject matter.
B+	82-85%	3.3	<b>Very good</b>
B	75-81%	3.0	<b>Good:</b> average performance with knowledge of subject matter generally complete.
B-	70-74%	2.7	<b>Good</b>
C+	66-69%	2.3	<b>Satisfactory:</b> Basic understanding of the subject matter
C	61-65%	2.0	<b>Satisfactory</b>
C-	58-60%	1.7	<b>Satisfactory</b>
D+	55-57%	1.3	<b>Minimal Pass:</b> Marginal performance; generally insufficient preparation for subsequent courses in the subject matter.
D	50-54%	1.0	<b>Minimal Pass:</b> Marginal performance; generally insufficient preparation for subsequent courses in the subject matter.
F	0-49%	0.0	<b>Fail:</b> Unsatisfactory performance or failure to meet course requirements.