

IS123: Academic Research in the Humanities and Social Sciences

Fall 2022

Monday: 9:00 – 12:15

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Office: K24 2.04

Office hours: Wed: 12:00-1:00 and 3:00pm-4:00pm, or by appointment

Course Description

This seminar offers training in the methods of academic research and a workshop for drafts. Focusing on representative contemporary research in the humanities and the social sciences, it supports students in proceeding with their own individual research projects by focusing on the essential elements of independent scholarly work: the choice of a topic or object of study; the outline of the main components of an article or scholarly paper; finding, gathering, collating and interpreting the sources needed for the project; correct citation, attribution, and bibliographical documentation, and lastly, the effective presentation of the final work in structure and style, as well as peer review and constructive feedback. Including the participation of thesis supervisors and other faculty members, this course focuses on individual presentations in the latter half of the semester.

Annotated Bibliography

Upload a short ANNOTATED BIBLIOGRAPHY (AB) (minimum: two sources) on Google Shared Drive before each “Research Material Presentation” class session. The annotated bibliography is in part a working journal of your research, showing what you have accomplished. Materials should be organized alphabetically under two headings, “Secondary Sources” and “Primary Sources,” with a bibliographic entry for each. The annotation itself (again, for each entry) should be a short paragraph in which you indicate what you have gleaned from the reading and how you see it as relevant to your project (you will be provided a model so you can see what it should look like).

Research Material Presentation

You will present on a common question, theme, or text that you think will play a role in your thesis. A text and reading questions must be chosen for circulation. You will provide all members of the colloquium with a hard copy of your text selection on Monday before your presentation. Make sure to circulate reading questions via email to all members of the colloquium on **Thursday before your presentation**. You will lead the discussion on the chosen text(s).

Draft Presentation

You will need to circulate an **8-10-page piece of writing** to your section (and to your advisor). This writing selection must be circulated on the **Thursday before your presentation** so that people have time to read it. If it is circulated late, the whole presentation will be graded down one grade per day; so make sure to circulate those writing selections on time. On the day of your presentation, you should be prepared to speak about how the writing selection fits into the larger project, what your concerns are, and what you're planning to do next. This presentation shouldn't be a recap of the writing sample, as everyone will have already read it. A PowerPoint presentation is often helpful, but it's not explicitly required. For the remaining time, we will discuss both your presentation and the writing sample. The **“respondent”** should be well prepared with questions and should get the discussion going (or keep it going). Moreover, it is the respondent's job to take notes during the **discussion and provide the presenter with a written summary of the colloquium participants' suggestions** for moving forward

with the project. Your thesis advisor will attend your presentation and might have some contributions to make or might be helpful in "filtering" the discussion and figuring how ideas from it could be beneficial for the project.

Submission of Drafts

All drafts and class readings must be submitted via Google Shared Drive and be emailed to all course members.

Attendance

Because Bard College Berlin has an intensive, student-centered and seminar-based educational model, **attendance at all sessions of courses is mandatory.**

- However, you may encounter circumstances that prevent you from attending classes for which you may be excused, meaning that the absences will not impact your grade. These circumstances include illness, religious observance, military obligation, attendance at a conference, a Bard Network event, a civic engagement initiative, a research trip or another compelling circumstance outside of your control (i.e. court appearance, visa appointment, death of a family member). Optional non-academic travel, hosting visiting family and friends, or work schedules are **not grounds** for excused absences. You will be allowed to **self-report your absences one time**, meaning that a notification informing your instructor about the reason for your absence before or within 24 hours of the class is sufficient. If you miss class more than once, you will need to provide your instructor with appropriate documentation in order to be excused (i.e. a doctor's note).
- All **unexcused absences** will lower your final grade by one step (i.e. if your final grade is a B, you will be downgraded to a B-).
- If you are facing the unusual situation of long-term, serious medical or personal emergencies (generally lasting more than two weeks), you can request a Leave of Absence, to be approved by the Deans, the Head of Student Life or the Director of Academic Services.
- If you have any **general medical issues** or other concerns that could impact your compliance with these regulations, you need to inform your instructor during the first week of the semester. For information on disability accommodation, you should consult with Maria Anderson Long, Head of Student Life: m.andersonlong@berlin.bard.edu
The process for applying for disability accommodation is explained in the Student Handbook with links to the forms here: <http://www.berlin.bard.edu/for-students/student-handbook/policies-and-regulations/#c4206>

Grade Breakdown

Attendance and Participation	40%
Annotated Bibliography	20%
Research Material Presentation	20%
Draft Presentation	20%

Required Texts

Readings are available on **Google Shared Drive** for the course. Student-initiated readings for the group presentations and individual presentations will be uploaded to Google Shared Drive and/or emailed.

Course Schedule

Week 1: August 29	Introduction and Getting Started on Your Project
Friday, September 1	<i>1-paragraph Project Description due on Shared Drive</i>
Week 2: September 5	Selection guides on conducting Interviews, Surveys, and Lit. Rev.
Week 3: September 12	Writing & Research Practices based on selected guides
Week 4: September 19	Writing & Research Practices based on the selected guides
Week 5: September 26	Citation Style Workshop, Learning Commons
Week 6: October 3	Federal Holiday – no classes
Week 7: October 10	Research Material Presentations & Annotated Bibliography
Week 8: October 17	Research Material Presentations & Annotated Bibliography

FALL BREAK (October 24 – 28)

Week 9: October 31	Research Material Presentations & Annotated Bibliography
Week 10: November 7	Draft Presentations 09:00 Presenter: Respondent: Supervisor:
Week 11: November 14	Draft Presentations 09:00 Presenter: Respondent: Supervisor:
Week 12: November 21	Draft Presentations 09:00 Presenter: Respondent: Supervisor:
Week 13: November 28	Draft Presentations 09:00 Presenter: Respondent: Supervisor:

Week 14: December 5 **Draft Presentations**
09:00 **Presenter:**
 Respondent:
 Supervisor:

Week 15: December 12 **Completion Week**

Declaration of your thesis title for Spring graduates on **Friday, December 2, 2022** at **3pm**. You need to complete the declaration of BA Thesis Title form. The form can be picked up from the shelf on the wall outside the Registrar's Office in the basement of P24. An electronic version of the form will also be emailed to you by the registration office. You must obtain the signatures of your supervisor and chosen second reader, before submitting the form to the Registrar's office – registrar@berlin.bard.edu – in person or electronically by the deadline above.

Submission of the final thesis for Spring graduates on **Friday, April 14, 2023** at 3pm. Guidelines for submission will be made available to you over the course of the research seminar this semester.

10-Page thesis excerpt due to advisors by **Friday, December 16, 2022**.