About this guide

This is your course guide. It provides the basic but fundamental information about your course of study. This guide is yours for the duration of the course, we don't re-issue it annually and if any information contained within were to change then we will write to you to explain so.

In particular, if any important aspects relating to your modules were to change then we will inform you in accordance with the Code of Practice for the Management of Changes to Modules and Courses. The teaching and support teams which you will get to know over time will refer to this guide – it will be useful to you and we advise you to make good use of it throughout your studies.

The Course Guide should be read in conjunction with the more general sources of information which relate to all students at the University. The Student Handbook is a very detailed reference point for all issues relating to your studies which aren't specific to just your particular course. You might also want to refer to the Student Charter; the University's Policies and Regulations and the University Assessment Handbook documents which will provide you with all of the information that we think you will need for your period of study here.

If you need additional information, or you simply want to discuss elements of any of these documents or other aspects of your course, find that there is something you need to know, please contact your Faculty Student Services:

Faculty Student Services

We can help with the administration and organisation of your time at University – from enrolment and module registration, tuition fee enquiries, attendance support, course management and lifecycle queries, extenuating circumstances, leave of absence, transfers and changes, assignment submission, SAMs appointments, assessment and result queries, right through to Graduation.

You can also come and talk to us for impartial advice and support if things are starting to go wrong and you’re not sure who else to talk to. The main thing to remember is that you are not alone. We see large numbers of students over the course of a year on a variety of issues, so please don’t be afraid to approach us.

We are here to ensure that your transition into Higher Education is as smooth as possible. Normal office opening hours are Monday-Friday 08:45-17:00.

You can contact us through the e:vision help desk, by phone or in person or by e-mail:

<table>
<thead>
<tr>
<th>Faculty of Arts (City Campus)</th>
<th>The MX Building MX 005</th>
<th>(01902) 321034</th>
<th><a href="mailto:FoAStudentServices@wlv.ac.uk">FoAStudentServices@wlv.ac.uk</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Help and Advice is also available from Student Support &amp; Wellbeing...</td>
<td>Contact us at the Alan Turing Building MI 001 for all enquiries and referrals... Services operate at all campuses by appointment.</td>
<td>(01902) 321074</td>
<td><a href="mailto:ssw@wlv.ac.uk">ssw@wlv.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(01902) 321070</td>
<td><a href="mailto:money@wlv.ac.uk">money@wlv.ac.uk</a></td>
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</tbody>
</table>

Welcome from the Course Leader

On behalf of the teaching and support teams from MA by Research in Humanities course, I would like to extend to you a very warm welcome to the University of Wolverhampton, and in particular your campus.

My name is Aglaia Foteinou and I am the course leader for your MA by Research in Humanities course and alongside your personal tutor, will be your main point of contact over the duration of your studies. My contact details are below – please don't hesitate to get in touch if you need any support or guidance.

The successes which you will achieve whilst at the University are based upon a partnership between the expertise and support from the staff here and the effort you put into learning. We welcome students who are eager to think for themselves, to take control of their own learning and who are ready to get involved in
developing the skills required in a highly competitive job market. Make the most of the wide range of opportunities available to you.

Studying at University can be difficult, and for many of you the transition into University life will be challenging. However we will support you throughout your course, particularly whilst you develop into an independent learner over the course of your first year with us.

We believe it is important that you are encouraged to make your own contribution to the effective operation and development of your chosen course. We hope that you might consider acting as a Course Representative during some of your time with us to help the University continue to improve your experience.

I would like to wish you every success with your studies. We look forward to working with you and hope that you enjoy your time with us.

Aglaia Foteinou

Course Management and Staff Involvement

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Specialism</th>
<th>eMail</th>
<th>Tel. Ext.</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head of Department</td>
<td>Dr Frank Wilson</td>
<td></td>
<td><a href="mailto:F.P.Wilson@wlv.ac.uk">F.P.Wilson@wlv.ac.uk</a></td>
<td>3478</td>
<td>MX103</td>
</tr>
<tr>
<td>Course Leader</td>
<td>Dr Aglaia Foteinou</td>
<td></td>
<td><a href="mailto:A.Foteinou@wlv.ac.uk">A.Foteinou@wlv.ac.uk</a></td>
<td>2008</td>
<td>WH214</td>
</tr>
<tr>
<td>Lecturer</td>
<td>Dr Stefano Pippa</td>
<td></td>
<td><a href="mailto:stefano.pippa@wlv.ac.uk">stefano.pippa@wlv.ac.uk</a></td>
<td>2465</td>
<td>MX112b</td>
</tr>
</tbody>
</table>

Educational Aims of the Course

The Masters by Research in Humanities offers an exciting new opportunity for students to study at Masters level, following an area of their own academic interests and under the supervision of published experts in their fields. You will be able pursue topics from - and across – the subject disciplines of Creative and Professional Writing, English Literature, English Language, Linguistics, Cultural Heritage, Philosophy and Religious Studies.

Your programme of study will be based upon a learning contract negotiated between you and your supervising team. You will need to complete an expression of interest form indicating your topic and admission will be based upon the successful agreement of a topic and the identification of appropriate supervision. Under guidance of your principal supervisor, you will write at least three extended non-assessed assignments, leading to a final, assessed portfolio which may include a viva voce examination.

What makes this programme distinctive?

A postgraduate qualification wholly initiated by your own scholarly interests;

• Choose from a broad range of subject areas;

• Research by supervision, rather than scheduled classes, will enable you arrange your work around your personal or professional commitments;

• Tutorials and feedback on work can be provided online, permitting study overseas or at a distance from the University;

• Invitations to join the postgraduate community and attend scholarly events and trips offered within the Faculty of Arts.
Course Structure

September (Full-Time)

Part time students study alongside full time students. However, they do not study more than 80 credits in each academic calendar year.

Year 1

<table>
<thead>
<tr>
<th>Module</th>
<th>Title</th>
<th>Credits</th>
<th>Period</th>
<th>Type</th>
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<tbody>
<tr>
<td>7HU002</td>
<td>Dissertation by Research</td>
<td>180</td>
<td>CRYRA</td>
<td>Core</td>
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</table>

Course Learning Outcomes

<table>
<thead>
<tr>
<th>Learning Outcome</th>
<th>Contributing Modules</th>
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<tbody>
<tr>
<td>Masters Course Learning Outcome 1 (MACLO1)</td>
<td>7HU002 Dissertation by Research</td>
</tr>
<tr>
<td>a systematic understanding of knowledge, and a critical awareness of current problems and/or new insights, much of which is at, or informed by, the forefront of their academic discipline or field of study;</td>
<td></td>
</tr>
<tr>
<td>Masters Course Learning Outcome 2 (MACLO2)</td>
<td>7HU002 Dissertation by Research</td>
</tr>
<tr>
<td>a comprehensive understanding of techniques applicable to their own research or advanced scholarship;</td>
<td></td>
</tr>
<tr>
<td>Masters Course Learning Outcome 3 (MACLO3)</td>
<td>7HU002 Dissertation by Research</td>
</tr>
<tr>
<td>originality in the application of knowledge, together with a practical understanding of how established techniques of research and enquiry are used to create and interpret knowledge in their discipline;</td>
<td></td>
</tr>
<tr>
<td>Masters Course Learning Outcome 4 (MACLO4)</td>
<td>7HU002 Dissertation by Research</td>
</tr>
<tr>
<td>an ability to evaluate critically current research and advanced scholarship in their discipline;</td>
<td></td>
</tr>
<tr>
<td>Masters Course Learning Outcome 5 (MACLO5)</td>
<td>7HU002 Dissertation by Research</td>
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<tr>
<td>an ability to evaluate methodologies and develop critiques of them and, where appropriate, to propose new hypotheses.</td>
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PSRB

None
Employability in the Curriculum

The course will provide you with the knowledge and key abilities and strategies to further your artistic career independently. The MA by Research will provide an excellent preparatory pathway into doctoral research (PhD study). However, for individuals seeking to enhance their C.V. or undertake some professional enhancement, this mode of study will enable you to tailor your study towards your career pathway and combine it with your work schedule and other commitments. The wide range of subjects offered will provide relevant opportunities for individuals either within, or planning to enter, a wide range of professions to develop and evidence the acquisition of higher level skills.

Teaching, Learning and Assessment

FHEQ states,

'Typically, holders of the [Masters] qualification will be able to:

- deal with complex issues both systematically and creatively,
- make sound judgements in the absence of complete data, and communicate their conclusions clearly to specialist and non-specialist audiences
- demonstrate self-direction and originality in tackling and solving problems, and act autonomously in planning and implementing tasks at a professional or equivalent level
- continue to advance their knowledge and understanding, and to develop new skills to a high level.

And holders will have:

- the qualities and transferable skills necessary for employment requiring:
- the exercise of initiative and personal responsibility decision-making in complex and unpredictable situations the independent learning ability required for continuing professional development.

To this end, students will negotiate and agree a series of staged tasks, relevant to their area of enquiry, leading to a final assessed dissertation. These tasks may include, depending on the nature of the project:

- The authorship of a Learning Contract together with a schedule of activities;
- The development of research methodologies appropriate to their subject discipline;
- The gathering and critical analysis of research materials;
- The gathering of primary data and their analysis
- The submission of work in draft stages, followed by a process of editing and redrafting;
- Engaging with a series of progress tutorials with the principal supervisor;
- The submission of a completed dissertation edited to professional standards.
- A possible viva voce after submission of the dissertation

Reference Points

- The Framework for Higher Education Qualifications in England, Wales and Northern Ireland
- UoW Undergraduate, Foundation, Taught Postgraduate and Professional Doctorate Regulations
- Equality Act 2010

Academic Regulations Exemptions

AFRSC 15/07

MA by Research in Humanities
Module 7HU002 Dissertation by Research

Section A.2.7. Exemption to permit the creation of one, 180 credit dissertation module.

APPROVED ARSC 25th September 2015

Support with your studies

University Learning Centres are the key source of academic information for students providing access to:

- Physical library resources (books, journal, DVDs etc.)
- Study areas to allow students to study in the environment that suits them best: Social areas, quiet and silent areas.
- A wide range of online information sources, including eBooks, e-journals and subject databases
- Academic skills support via the Skills for Learning programme
- Students on campus can attend workshops or ask for one-to-one help on a range of skills such as academic writing and referencing.
- Dedicated Subject Pages to enable you to explore key online information sources that are recommended for their studies.
- Physical access to local libraries both in UK and overseas via SCONUL and WorldCat agreements

We also strongly advise you to download to "MyWLV" student app. MyWLV is a single point of personalised access to the variety of systems the University offers. This includes pulling through relevant information (e.g. deadlines, timetables) and linking to underlying systems.

Leave of Absence:

The University allows breaks in learning of up to two years and there is a process for applying for a leave of absence, which can be accessed through your e:Vision account. Initially you will need to apply for the leave of absence, which could be for medical, parental or personal reasons. A short-term absence, such as annual leave, must not be recorded as a break. The course leader will consider, and where appropriate agree, the leave of absence application. A return date will be identified and agreed for a suitable point in the programme. Additional course fees may be incurred as a result of a leave of absence and you are advised to discuss this with the Faculty Student Services team prior to application.

Course Specific Support

Students will be supported through their programme of study through consultation with a supervising team (with the principal supervisor taking the lead). This support will include generic advice on research methodologies, together with research-led specialist knowledge on the individual topics.

Students will be offered the option to undertake additional modules on Research Methods from cognate Masters’ awards in the Faculty of Arts on a voluntary basis. Students on the programme will also join a community of PGT and PGR students within the Faculty of Arts. This will be a digital community operated through a dedicated VLE topic, Faculty of Arts Postgraduate Central, and through the chatroom facility on the VLE topic for this programme. All PG students are also routinely invited to research-related events to establish a physical community at the University.

Additional support is available for English language tuition for postgraduate students via the International Academy.

On line advice on academic presentation is available via VLE.

Contact Hours
In higher education, the term ‘contact hours’ is used very broadly, to refer to the amount of time that you spend learning in contact with teaching or associated staff, when studying for a particular course. This time provides you with the support in developing your subject knowledge and skills, and opportunities to develop and reflect on your own, independent learning. Contact time can take a wide variety of forms depending on your subject, as well as where and how you are studying. Some of the most common examples are:

- lectures
- seminars
- tutorials
- project supervisions
- demonstrations
- practical classes and workshops
- supervised time in a studio/workshop
- fieldwork
- external visits
- work-based learning (including placements)
- scheduled virtual interaction with tutor such as on line, skype, telephone

In UK higher education, you as the student take primary responsibility for your own learning. In this context, contact time with teaching and associated staff is there to help shape and guide your studies. It may be used to introduce new ideas and equip you with certain knowledge or skills, demonstrate practical skills for you to practise independently, offer guidance on project work, or to provide personalised feedback.

Alongside contact time, private or independent study is therefore very significant. This is the time that you spend learning without direct supervision from, or contact with, a member of staff. It might include background reading, preparation for seminars or tutorials, follow-up work, wider practice, the completion of assignments, revision, and so on.

50 Day Engagement:

You will be withdrawn from the University if you fail to engage with the academic requirements of your course of study, within 50 days of the course start date, following repeated and reasonable attempts by the University to contact you.

Course Specific Health and Safety Issues

No specific health and safety issues have been recorded for this provision, but should this change your Course Leader will make you aware of this and provide relevant guidance as appropriate.

Course Fact File

<table>
<thead>
<tr>
<th>Hierarchy of Awards:</th>
<th>Master of Arts by Research Humanities</th>
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<tbody>
<tr>
<td>Course Codes:</td>
<td>HU001P01UV</td>
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<tr>
<td></td>
<td>HU001P31UV</td>
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<tr>
<td></td>
<td>Full-time</td>
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<td></td>
<td>Part-time</td>
</tr>
<tr>
<td></td>
<td>12 Months</td>
</tr>
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<td>2 Years</td>
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<td>University of Wolverhampton</td>
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<td>School of Humanities</td>
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<tr>
<td>Category of Partnership:</td>
<td>Not delivered in partnership</td>
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</tr>
<tr>
<td>Teaching Institution:</td>
<td>University of Wolverhampton</td>
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</tbody>
</table>