



Trinity College Dublin

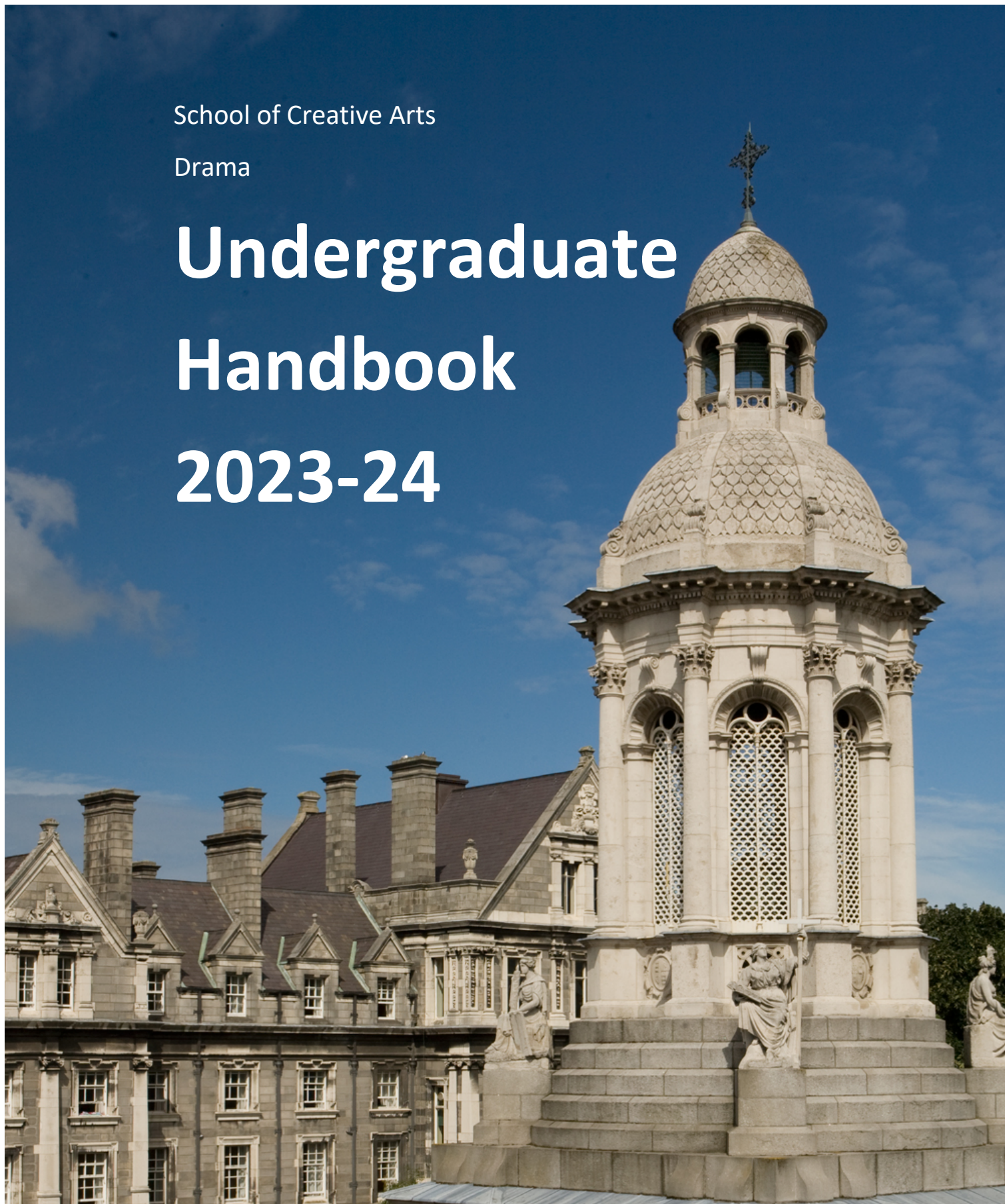
Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

School of Creative Arts

Drama

Undergraduate Handbook 2023-24



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General course information

Introduction

Welcome to Drama at Trinity College Dublin, the University of Dublin!

Students can study Drama in a number of ways over the course of their Trinity undergraduate degree via single honours, joint honours or new minor subject pathways. Drama students can sample a wide range of theatre theory and practice, allowing students to become fully immersed in the intellectual currents that flow in and around them. From the beginning, questions of history, theory and context combine with issues of close analysis and interpretation to provide a course that is both rigorous and rewarding. From the outset, students will be introduced to the basics of practice and practice-as-research.

This handbook is designed to help you navigate your undergraduate course and to describe the facilities and functions of the Department of Drama in the School of Creative Arts. It is intended to complement information found in the [University Calendar](#).

Contact details

Address: Department of Drama, Samuel Beckett Centre,
Trinity College, the University of Dublin
Dublin 2
Republic of Ireland

Telephone: 01 896 1239

Web: <https://www.tcd.ie/creativearts/disciplines/drama/>

Email: amullign@tcd.ie
beckett-theatre@tcd.ie

Full-time members of staff are available to discuss matters related to their modules and your academic progress by appointment.

Name	Role	Email address
Assoc. Prof. Damian Murchan	Head of School, School of Creative Arts	murchand@tcd.ie
Dr Miranda Fay Thomas	Director of Teaching & Learning (Undergraduate) Assistant Professor in Drama	thomasmf@tcd.ie
Mrs Jo Mc Namara	School Manager, School of Creative Arts	creativearts@tcd.ie
Professor Brian Singleton	Samuel Beckett Professor of Drama & Theatre; Head of Discipline (Drama)	bsnglton@tcd.ie
Associate Professor Nicholas Johnson	Associate Professor in Drama	johnson@tcd.ie
Associate Professor Melissa Sihra	Associate Professor in Drama	msihra@tcd.ie
Assistant Professor Sarah Jane Scaife	Assistant Professor in Drama	scaifes@tcd.ie
Dr. Néill O'Dwyer	Research Fellow	odwyerne@tcd.ie
Michael Canney	Technical Manager, Samuel Beckett Theatre	canneym@tcd.ie
Aaron Sullivan	Technical Officer, Samuel Beckett Theatre	aasulliv@tcd.ie
Fia Kavanagh	Technical Officer, Samuel Beckett Theatre	fia.kavanagh@tcd.ie
Sinéad Cuthbert	Costume Co-ordinator	cuthbes@tcd.ie
Tim Scott	Theatre Manager	tim.scott@tcd.ie
Ann Mulligan	Administrative Officer	amullign@tcd.ie

Adjunct Teaching Fellows are appointed with specific teaching duties that may include lecturing, seminars, workshops and the marking of essays and assessments. They are not normally available for formal consultation outside of class hours.

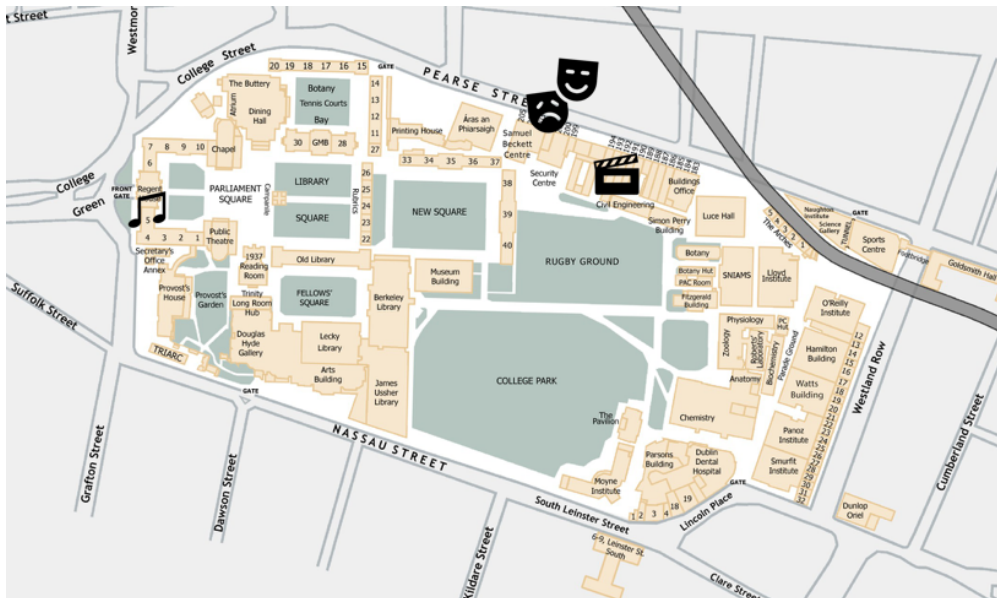
Convenors are designated academic staff members who deal with issues in their assigned cohort and escalate unresolvable issues to the Head of Discipline.




Convenors for 2023/24 academic year:

Junior Fresh	Assist. Prof. Sarah Jane Scaife
Senior Fresh	Assoc. Prof. Nicolas Johnson
Junior Sophisters	Assist. Prof. Melissa Sihra
Senior Sophisters	Prof. Brian Singleton
Visiting & Study Abroad	Assist. Prof. Miranda Fay Thomas

Programme-specific locations

The School of Creative Arts is made up of the disciplines of Film, Drama and Music. The School is part of the Faculty of Arts, Humanities and Social Sciences (FAHSS).



	Drama	First floor, Samuel Beckett Centre
	Samuel Beckett Theatre	Technical Office beside the backstage workshop
	Dance Studio	Top floor, Samuel Beckett Centre - entrance via Players' Theatre staircase
	191/192 Rehearsal Studios	Ground floor, 191/192 Pearse Street
	Film	191-193 Pearse Street
	Music	House 5, Front Square

References/Sources:

[Interactive College Map](#)

[Academic Registry](#)

Key dates

05.09.24	Registration/Orientation for continuing students Senior Fresh/Junior Sophister/Senior Sophister
12.09.24	Michaelmas Term (Semester 1) teaching begins Senior Fresh/Junior Sophister/Senior Sophister
19.09.24	Registration/Orientation for new students Junior Fresh
26.09.24	Michaelmas Term (Semester 1) teaching begins Junior Fresh
24.10.24	Reading Week
02.12.24	Michaelmas Term (Semester 1) teaching ends
24.01.24	Hilary Term (Semester 2) teaching begins
06.03.24	Reading Week
14.04.24	Hilary Term (Semester 2) teaching ends
24.04.24	Trinity Term begins
04.06.24	Trinity Term ends

Trinity is closed on the following dates 2023-24:

31.10.24	Public Holiday
24.12.24-02.01.24	Christmas Period
06.02.24	Public Holiday
17.03.24	St Patrick's Day
07.04.24	Good Friday
10.04.24	Easter Monday
01.05.24	Public Holiday
05.06.24	Public Holiday

Reference/Source:

[Academic Year Structure](#)

Timetable

Timetables are available online via your online portal <https://my.tcd.ie>. Formal communications from College will be sent to you via this portal which will give you access to an 'in-tray' of your messages. Fee invoices/payments, student levies, commencement fees and any payments will be processed via this portal. Examination results will be published to this portal also.

Online resources for all modules that students are enrolled in, including full module descriptors and compulsory reading lists, are stored in MyModule <http://mymodule.tcd.ie/>.

You are required to check your Trinity email address <http://myzone.tcd.ie> regularly as this is the primary mode of communication between staff and students outside of scheduled meetings.

Staff members deal with very high volumes of email correspondence so please include your name in the subject line and a phrase that makes the purpose of the email clear. If the matter is urgent, make sure to explain the reason for the urgency.

It is reasonable to expect a response from teaching staff between three and five working days after an email has been sent. If you have not received a reply by then a follow-up email may be useful. Please note that emails that require careful consideration may take longer to process.

Reference/Source:

[My.tcd.ie](https://my.tcd.ie)

[MyModule](http://mymodule.tcd.ie/)

[MyZone](http://myzone.tcd.ie)

[Policy on Trinity Virtual Learning Environment](#)

Scholarships

Foundation scholarships

Each year, before Hilary Term begins, Senior Fresh students may present for the Scholarship Examination. The Scholarship Examination recognises and rewards exceptional academic ability. The Scholarship examination is a searching examination, suitable for the Senior Fresh level, of two papers. To be awarded a Scholarship a candidate must have an average mark of 70% or higher, and in addition the grade profile of the candidate should indicate a majority of first class marks. Please consult the Examinations Office webpage for information regarding applying to sit the Scholarship Examination. Students considering taking the Scholarship Examination may arrange an appointment with a member of staff to discuss the examination process.

Reference/Source:

[Calendar, Part II, Foundation and Non-Foundation Scholarships](#)

Prizes, medals and other scholarships

Gold medals and prizes

Gold medals are awarded by the Board to candidates of the first class who have shown exceptional merit at the degree examination in honor or professional courses (see www.tcd.ie/academicregistry/exams).

Various studentships, scholarships, exhibitions, and other prizes are awarded to students on the results of honor and other examinations, provided that sufficient merit is shown. Monetary awards are sent directly to prizewinners unless otherwise stated under the regulations for the particular prize.

A book prize is awarded to each candidate obtaining an annual result of an overall first class honours grade in an honor course. These prizes are not awarded in the Senior Sophister or final year. Book prizes may be collected from the Academic Registry by the award holder in person.

Reference/Source:

[Calendar, Part II, General Regulations](#)

Michel Breton Memorial Prize

This prize was set up by subscription in 1987 to commemorate the late Michel Breton (French Government sponsored lecturer, 1980-86), and especially to record his love of the performing arts. The prize is awarded to the student in the Senior Fresh year of Drama and Theatre Studies (Single or Joint Honours) who, on the basis of the annual examinations, shall be shown to be the best qualified academically in that year.

Reference/Source:

[Calendar, Part II, Prizes and other awards](#)

Financial assistance

In addition to awards made from funds tied to schools or departments, the College assists undergraduate students in good academic standing who are in need by three main forms of financial assistance (benefactions, Student Hardship Fund and ESF Student Assistance Fund). Financial need is determined by reference to parental income and family circumstances.

Reference/Source:

[Calendar, Part II, Financial Assistance](#)

Registration

Students in Year 1 of Drama Single Honours pathway will be invited during the Trinity term to register their interest for taking up a new subject in Year 2.

Students will then be invited at a later date to register for other Year 2 modules, including Trinity Electives and Open Modules. Students will be advised of how to do this, and where they will find relevant module information several weeks before they are invited to register. Timetabling may restrict the availability of modules to individual students.

Students in Year 2 in all pathways will be invited during the Trinity term to indicate their preferences for Year 3 of their studies, including Trinity Electives and Open Modules as per their course structure.

Students will be advised of how they will do this and where they will find relevant module information several weeks before they are invited to register. Timetabling may restrict the availability of modules to individual students.

Reference/Source:

[Trinity Pathways website](#)

Academic Writing

Plagiarism and referencing guide

It is clearly understood that all members of the academic community use and build on the work and ideas of others. It is commonly accepted also, however, that we build on the work and ideas of others in an open and explicit manner, and with due acknowledgement.

Plagiarism is the act of presenting the work or ideas of others as one's own, without due acknowledgement.

Plagiarism can arise from deliberate actions and also through careless thinking and/or methodology. The offence lies not in the attitude or intention of the perpetrator, but in the action and in its consequences.

It is the responsibility of the author of any work to ensure that he/she does not commit plagiarism.

Plagiarism is considered to be academically fraudulent, and an offence against academic integrity that is subject to the disciplinary procedures of the University.

The following actions are required of all students in the School of Creative Arts:

1. Complete the 'Ready, Steady, Write' online tutorial on plagiarism at <http://tcd-ie.libguides.com/plagiarism/ready-steady-write>.
2. Familiarise yourself with the declaration that you will be asked to sign when submitting course work at <http://tcd-ie.libguides.com/plagiarism/declaration>

All essays/assignments require a clear and coherent referencing system. It is essential that you provide evidence of the sources of any information you use in your essay/assignment that comes from elsewhere.

Two of the most common ways of doing this are by using footnotes or endnotes. Footnotes appear at the bottom of the page, and endnotes appear at the end of the document. Microsoft Word will automatically insert Footnotes and Endnotes for you using the “add reference” function.

Whichever system you choose to adopt you must ensure that your notes are as complete and consistent as possible. Pay particular attention to page numbers; the reader should be able to trace precisely the location of all quotations that you make in the essay, if required.

The official style guide for Drama is the Chicago Manual of Style, which you will find online at: http://www.chicagomanualofstyle.org/tools_citationguide.html (Notes and Bibliography option).

References/Sources:

[Calendar, Part II, General Regulations and Information, Section II, Items 95-102](#)

[Plagiarism Policy](#)

[Library Guides - Avoiding Plagiarism](#)

[Plagiarism Declaration](#)

[Chicago Manual of Style](#)

Research ethics

The School of Creative Arts reviews research projects by staff and students to align with good practice in research ethics, following guidance detailed on <https://www.tcd.ie/research/dean/research-ethics/>. Ethics submissions for research in creative arts are rare but assessed by School/Faculty Research Ethics Committees. Ethic submissions are not usually necessary for undergraduate dissertations but if you believe any planned submission requires ethical approval, please discuss same with appropriate staff.

References/Sources:

[Research Ethics](#)

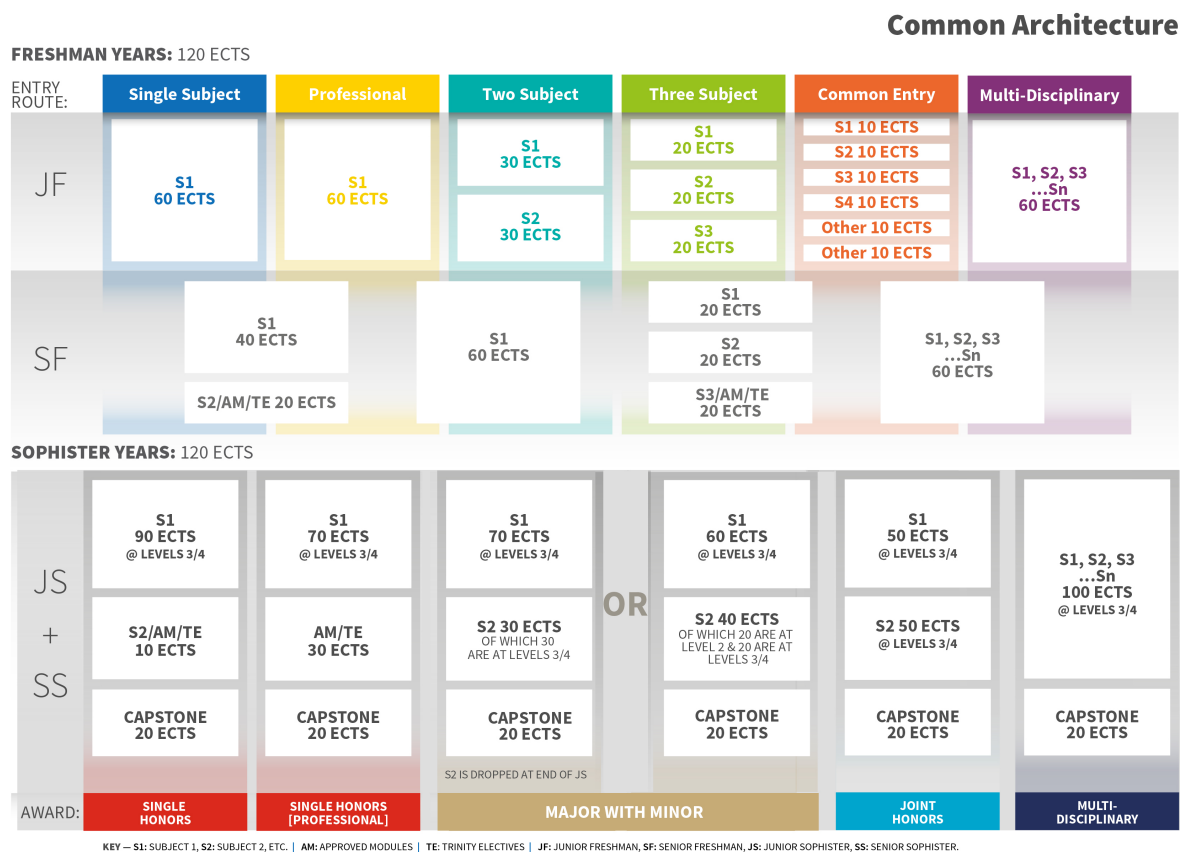
[Policy on Good Research Practice](#)

[Ethics Policy](#)

Teaching and Learning

Programme architecture

Available pathways are subject to change and may be dependent on results subject to capacity.



Information about the new academic structures, affecting students entering from 2019 onwards, may be found at <https://www.tcd.ie/courses/undergraduate/your-trinity-pathways/>.

In the first two years of your degree, you will take compulsory modules only. In your sophister years (JS & SS), you will take a mixture of compulsory and optional modules.

Final degree weighting	Common Architecture
JS result : SS result	30:70

The final degree result for students passing through Trinity under the new Common Architecture will be 30:70, JS:SS.

Programme structure and workload

Module details including term, lecturer, duration and course materials are provided in full to students online in MyModule <http://mymodule.tcd.ie/>. Students are expected to complete additional self-directed learning/research/rehearsals appropriate to the ECTS weighting of the module as outlined below:

5 ECTS = 100-125 hours of student input

10ECTS = 200-250 hours of student input

20 ECTS (Capstone) = 400-500 hours of student input

Module availability is subject to timetabling/resource constraints. The below represents modules that are scheduled for delivery in 2022/23 academic year:

	Module Code	Module Title	ECTS
Year 1 Junior Freshman	DRU11001	Theatre History 1 HT	5
	DRU11002	Performance Analysis 1 MT	5
	DRU11003	Study Skills 1	5
	DRU11005	Contemporary Performance Research 1	5
	DRU11006	Theatre Laboratory 1	10
	DRU11007	Performance & Technology	10
	DRU11008	Crew Rotation	10
	DRU11009	Embodied Practices 1MT	5
	DRU11010	Embodied Practices 1 HT	5

	Module Code	Module Title	ECTS
Year 2 Senior Freshman	DRU22001	Theatre History 2 HT	5
	DRU22002	Theatre Laboratory 2	10
	DRU22004	Contemporary Performance Research 2	5
	DRU22005	Crew Rotation	10
	DRU22016	Socially Engaged Practice HT	5
	DRU22017	Embodied Practices 2 MT	5

Years 3 & 4 Junior & Senior Sophister (JS & SS)	Module Code	Module Title	ECTS
COMPULSORY Modules SS 4th Year Only			
	DRU44006	Capstone	20
GROUP I Modules (Studio-Based)			
Principles	DRU34008	Principles of Theatre Making MT	5
	DRU34009	Principles of Theatre Making HT	5
	DRU33020	Principles of Performance MT	5
	DRU34018	Principles of Costume Design MT	5
	DRU34022	Principles of Lighting & Set Design MT	5

Applied	DRU33021	Applied Theatre Making HT	5
	DRU33022	Applied Lighting and Set Design HT	5
	DRU33023	Applied Costume Design HT	5
	DRU33024	Applied Performance HT	5
	DRU33025	Applied Projects	5
Advanced (4th Year Only)	DRU44020	Advanced Playwriting MT	10
	DRU44021	Advanced Theatre Making MT	10
	DRU44022	Advanced Design MT	10
	DRU44023	Advanced Performance MT	10
GROUP II Modules (Classroom-Based)			
	DRU33027	Theatre and Ireland JS	5
	DRU34001	Women in Theatre HT	5
	DRU34003	Embodied Shakespeare MT	5
	DRU34026	Interculturalism and Performance HT	5
	DRU34027	Playwriting 1 MT	5
	DRU34028	Playwriting 1 HT	5
	4th Year/SS only below		
	DRU44015	Witches, Bitches, Whores, and Shrews	10
	DRU44025	Theatre and Ireland SS	10
	DRU44026	Contemporary Irish Theatre in Context (CITIC)	10
	DRU44027	American Drama	10
GROUP III Modules (Placements)			
	DRU33007	Third Year Placement	10
	DRU33018	Third Year Placement MT	5
	DRU33019	Third Year Placement HT	5
	DRU44007	Fourth Year Placement HT	10
	DRU44024	Fourth Year Placement MT	10
GROUP IV Modules (Lecture-Studio, PG-Led)			
	DRU33026	Studies in Samuel Beckett MT	5

Reference/Source:

[MyModule](#)

[Policy on Trinity Virtual Learning Environment](#)

Study abroad/ERASMUS

Study abroad/visiting student co-ordinator 2023/2024 = Assist. Prof. Miranda Fay

Thomas thomasmf@tcd.ie

The School of Creative Arts participates in a number of exchange schemes with other universities. It is possible for some students to take their JS year abroad. This possibility is dependent upon the course requirements for each of your subjects being fulfilled. Students should also be aware of the possibility that certain subject combinations can complicate the exchange procedure.

Students should contact your Year Convenor (JF/SF) for further information and advice. It is advisable to do this well in advance, as early in the SF year as possible.

Outgoing exchange students must have their academic programmes abroad approved Assist. Prof. Thomas and should stay in contact with Assist. Prof. Thomas during their time abroad to ensure their academic programme satisfies Trinity requirements, particularly in relation to the number of credits (ECTS) earned.

Prerequisites include:

- Students must achieve an overall grade of 2.1 or higher in their JF year;
- Student exchanges are approved provisionally during Hilary Semester, but will not be finalised until marks have been published
 - Students given preliminary permission to study abroad who do not earn an overall course mark of at least 2.1 in SF year will not usually be allowed to take up their places in the planned exchanges.
- Where there are more applicants than places for a given exchange institution, priority will be given to students on the basis of highest Junior Fresh marks.
- Students who receive a Non-Satisfactory or fail to submit any piece of course work during their Fresher years may forfeit their eligibility to study abroad.

After studying abroad, students are responsible for ensuring their marks arrive in the Department of Drama office (amulligan@tcd.ie) as soon as possible.

Reference/Source:

[Study Abroad website](#)

Module descriptors & compulsory reading lists

The School reserves the right to amend the list of available modules and, in particular to withdraw and add modules. Timetabling may restrict the availability of modules to individual students. Full module descriptors and reading lists are available on MyModule <http://mymodule.tcd.ie/>.

Reference/Source:

[MyModule](#)

Learning outcomes

On successful completion of the Drama programme, students should be able to:

- Synthesise their comprehensive knowledge of drama studies within a wider economic, industrial, aesthetic and socio-cultural context;
- Analyse current issues within drama studies within the broader context of contemporary intellectual currents;
- Interpret dramatic texts and related texts informed by up-to-date debates surrounding media and representation;
- Critically apply and appraise the principles of theatre production in a practical and creative context;
- Pursue independent research and evaluate the relevance of that research to the current state of the art and discipline;
- Progress to further study and engage in research of an increasingly autonomous kind;
- Speak and write effectively in the discourse of the discipline.

Graduate attributes

Learning outcome	Graduate attribute
Synthesise their comprehensive knowledge of drama studies within a wider economic, industrial, aesthetic and socio-cultural context;	<ul style="list-style-type: none"> ➤ to think independently ➤ to act responsibly
Analyse current issues within drama studies within the broader context of contemporary intellectual currents;	<ul style="list-style-type: none"> ➤ to think independently ➤ to act responsibly ➤ to communicate effectively
Interpret dramatic texts and related texts informed by up-to-date debates surrounding media and representation;	<ul style="list-style-type: none"> ➤ to think independently ➤ to develop continuously ➤ to communicate effectively
Critically apply and appraise the principles of theatre production in a practical and creative context;	<ul style="list-style-type: none"> ➤ to think independently
Pursue independent research and evaluate the relevance of that research to the current state of the art and discipline;	<ul style="list-style-type: none"> ➤ to think independently ➤ to develop continuously
Progress to further study and engage in research of an increasingly autonomous kind;	<ul style="list-style-type: none"> ➤ to think independently ➤ to communicate effectively
Speak and write effectively in the discourse of the discipline.	<ul style="list-style-type: none"> ➤ to think independently ➤ to develop continuously ➤ to communicate effectively

Capstone project

The capstone project — though defined differently by different subjects — is the common element across all degree exit routes and is weighted at 20 ECTS. It requires a significant level of independent research by the student. It should be an integrative exercise that allows students to showcase skills and knowledge which they have developed across a range of subject areas and across their four years of study. It should result in the production of a significant piece of original work by the student. It should provide them with the opportunity to demonstrate their attainment of the four graduate attributes: to think independently, to communicate effectively, to develop continuously and to act responsibly.

The capstone will be expected to show scholarly output commensurate with time that would otherwise have been spent on the equivalent of two x 10 credit modules or four x 5 credit modules (400 - 500 hrs). The topic area is proposed before the summer preceding the SS year, and supervision will be allocated such that the student is supported across the range of assessments making up the independent research project.

Due to the collaborative nature of theatre, students may sometimes be marked on a group basis for practical work. It is conceivable that two students may submit individual work on a practical project for assessment in two different modules. Any student seeking individual assessment credit for a collaborative project must fully disclose to the lecturer to what precise extent the work can be considered the student's own — issues of ethics (up to and including plagiarism) can come into play if clear parameters of intellectual and creative engagement are not established. Students should refer to School and College Policies and Procedures with regards to Research guidelines and ethical practices.

Reference/Source:

[Capstone website](#)

Coursework requirements

Modules may be assessed by any combination of essay, assignment, coursework and class participation. Practice-based modules may be assessed differently. It is your responsibility to ensure that you are aware of the assessment requirements for all modules. Assessment information will be distributed by module coordinators and will be available through MyModule <http://mymodule.tcd.ie/>.

Practical assessments

The assessment of practical work through process and performance plays a central part in Drama curriculum. All major practical projects are second-marked. The External Examiner will, if possible, make one site visit during the year to take in a range of practical work, but may also and otherwise review video records of selected practical assessments as well as design and reflective practice materials.

Students should be aware that, because of second-marking policies and the resources involved in certain practical assessments, there are no supplemental mechanisms in place for practical assessments, and so there may be no recourse to rescheduling, even for valid reasons (e.g. medical). In rare cases where this arises, a different mode of reassessment may be extended on a case-by-case basis.

Due to the range of assessment which necessarily takes place at the end of the semester, classroom teaching for some Sophister modules may give way to project preparation/rehearsal as the semester progresses at the lecturer's discretion.

Most practical assessments in Sophister modules will take place during the last 4 weeks of each semester, but they may extend into revision and assessment weeks as well. Students of all years should be careful not to overextend themselves by taking on too many projects which could undermine their abilities to complete end-of-year course work on time and to the best of their abilities.

Reflective practice exercises can take the form of essays, reports, short 'response papers', portfolios and more. Instructions for reflective writing and criteria for marking will vary to some extent from module to module. Clarification on how to complete reflective practice exercises can be sought from individual module lecturers.

Reflective practice exercises are assessed on the basis of:

- Quality of thought applied to the acquisition of a personal technique;
- Evidence of ongoing application to the process of reflection and analysis;
- Insight into the personal creative process;
- Attempt to draw connections between class concepts and experience outside the studio, as practitioner, spectator or member of society;
- Range and depth of research conducted (if relevant);
- Adoption of a constructive analytical stance that does not get stuck in superficial notions of 'failure' and 'success', but seeks to pose and respond to more productive questions about process and theatre-making;
- Focus on the open-minded growth and acquisition of a personal technique, and not the ongoing exercise of opinion.

Presenting coursework

There are formal requirements for the presentation and submission of assignments throughout your degree.

All essays/assignments must be word-processed. Essays/assignments must be double-spaced and the pages must be numbered on the bottom right-hand side. You should use Calibri, font size 12, cite word count and have adequate margins at either side of the page. You must proofread your work carefully before submission.

Penalties will be applied to essays/assignments that do not adhere to specified word count or other specified requirements.

Word Count

All coursework must adhere to the word count requirements. Coursework that is more than 10% above or below the required word count may be penalised. Examiners are not required to read beyond 10% over the word limit. In addition, while footnotes are not normally included in the word count, excessive use of footnotes may be penalised.

Retention of Personal Copies

Students are advised that they are required to keep copies of all work submitted.

Drama will exercise extreme care in receipting assessment materials in those cases where a copy is required to be submitted to the office, but if work goes astray it will be the student's responsibility to provide a copy to replace it.

Deadlines and Penalties

All assignments, presentations and capstone projects have deadlines for submission or set dates for performance). Coursework (including capstone projects) submitted after an assigned deadline without an approved extension will not be accepted. Non-submissions will be recorded as zero. This policy will be rigorously applied.

Reference/Source:

[MyModule](#)

[Student Learning Development](#)

Attendance requirements

Attendance at lectures, seminars and practice-based classes is compulsory. Punctuality is demanded of everyone, so that classes begin and end on time. A student who arrives for a lecture, seminar or workshop over 15 minutes late will be recorded as absent. Three incidents of lateness (defined as arriving after attendance is taken) count as a single absence. Extra-curricular activity is never accepted as an excuse for non-attendance in class or unsubmitted coursework.

After 1 unexcused absence in any term, penalties will be incurred in that module. For each further week's unexcused absence in the term, 5% will be deducted from the final module mark.

As some modules in Sophister years have a mixture of taught class and supervision in the form of meetings, attending rehearsals, etc., any agreed form of meeting between lecturer and student deemed to be part of the module carries with it the expectation of attendance, and an unexplained absence will be considered as an official, unexcused absence for attendance purposes.

If you feel that you may miss a lecture or seminar, please email your Year Convenor directly. If you are ill and unable to attend, please upload a medical certificate to your Year Convenor (links below in list of Year Convenors) within 10 days of your illness. If you are ill, but have not attended a doctor, please ask your tutor to do this on your behalf.

All attendance registers are given to Year Convenors who oversee the deduction of marks for unexcused absences which exceed the limit set for the module. Any requests for waiving penalties should be sent to the Year Convenor (NOT the module lecturer) with relevant supporting documentation. Information or clarification about departmental policies may be sought through contact with the Year Convenor. It is often useful to alert your convenor to relevant personal issues in addition to contacting your Tutor.

Convenors for 2023/24 academic year & Medical Certificate upload links:

Junior Fresh	Assist. Prof. Sarah Jane Scaife https://forms.office.com/r/0ikNiczQNR
Senior Fresh	Assoc. Prof. Nicolas Johnson https://forms.office.com/r/Y1aRquuWig
Junior Sophister	Assoc. Prof. Melissa Sihra https://forms.office.com/Pages/ResponsePage.aspx?id=jb6V1Qaz9EWAZJ5bgvvlK-XAeWi7OcNNj7WO_5H1dF9UMFFDVjRQNEhOS0RXNFEzTjVXU1E2T1o4UC4u
Senior Sophister	Prof. Brian Singleton https://forms.office.com/r/qT4nARiv6z
Visiting & Study Abroad	Assist. Prof. Miranda Fay Thomas https://forms.office.com/Pages/ResponsePage.aspx?id=jb6V1Qaz9EWAZJ5bgvvlK-XAeWi7OcNNj7WO_5H1dF9UMFFDVjRQNEhOS0RXNFEzTjVXU1E2T1o4UC4u

Absence from examinations

Trinity has specific procedures relating to absence from examinations.

There are formal University assessment sessions following the end of teaching term in semester one (in Michaelmas term) and following the end of teaching term in semester two (in Trinity term). Students are assessed at the end of semester one in all modules that are taught only in semester one and at the end of semester two in all year-long modules and all modules that are taught only in semester two. There is one reassessment session which is held at the beginning of Michaelmas term. Students are assessed in all failed modules from both semesters during the reassessment session.

The University reserves the right to amend assessment methods and the timetable for assessments for any reason and at any stage during the academic year. All teaching and assessments are subject to public health advice and guidance as and when issued.

Reference/Source:

[Calendar, Part II, General Regulations and Information, Section II, Item 35](#)

[Assessment: procedures for the non-submission of coursework and absence from examinations](#)

Marking scale

The following institutional marking scale has been adopted for undergraduate degree and diploma courses:

I = 70-100%	III = 40-49%
II.1 = 60-69%	F1 = 30-39%
II.2 = 50-59%	F2 = 0-29%

The following criteria are a useful guide for the examination of undergraduate work:

First Class Honours (I) (70-100)

- Excellent knowledge
- Exemplary structure and presentation
- Critical use of secondary material
- Independence of mind/imagination
- Consistent performance

85-100: work of exceptional merit, far in excess of what is expected of an undergraduate.

75-85: work of outstanding merit showing insight, profundity, and creative invention, characterised by involvement with subject matter, breadth of appropriate reference, and both conceptual and stylistic ability.

70-74: work of clearly superior standard that reveals a very high degree of understanding and exposition.

Second Class Honours (II.1) (60-69)

- Aware of full implications of the question
- Thorough knowledge of subject/text
- Analytic ability
- Good structure and presentation
- Good use of secondary sources

60-69: very good work characterised by coherence and relevance, soundness of argument, appropriateness of reference, depth of background knowledge and

discrimination. Some qualities of First Class work may be in evidence but the difference will be in degree or realisation.

Second Class Honours (II.2) (50-59)

- Aware of implications of question
- Effective structure and presentation
- Solid and reliable/Sound knowledge

50-59: consistently solid work reflecting honest application and satisfactory achievement without completely attaining the creative invention or analytic depth associated with the higher grades. The work may be characterised by an over-reliance on secondary sources at the expense of personal involvement, confining itself to a narrow or predictable line of argument with a tendency to description rather than interpretative engagement.

Third Class Honours (III) (40-49)

- Understanding the question
- Satisfactory engagement with question
- Relevant knowledge
- Adequate presentation and capacity to articulate

40-49: work which demonstrates an adequate background knowledge but no consistent ability to investigate it in depth; an ability to sustain only a basic argument without sufficient analysis to achieve insight or coherence; repetitiveness, excessive reliance on secondary sources, imprecise expression or descriptive generalisation.

Fail (F1) (30-39)

- Serious misunderstanding of question
- Minimal knowledge
- Incoherence.

The potential of the candidate to proceed to the next year is an important consideration in this grade. 30-39: a minimal level of attainment just below that of honours level indicating a failure to demonstrate most of the standards set out above.

FAIL (F2) (1-29)

Written work in the F2 range will reveal some or all of the weaknesses noted under F1, but to a greater, perhaps extreme, extent.

1-29: insufficient level of attainment.

Non-Submission

0 - non-submission.

Reference/Source:

[Calendar, Part II, General Regulations & Information, Section II, Item 30](#)

Progression regulations

Drama courses conform with standard progression regulations as outlined in the University Calendar.

Reference:/Sources:

[Calendar, Part II, General Regulations & Information](#)

[Calendar, Part II, Part C](#)

[National Framework for Qualifications](#)

[Trinity Courses](#)

Awards

Students who complete undergraduate study in Drama are awarded a Bachelors in Arts (Hons). Bachelor degrees completed over 4 years in Trinity correspond with a Level 8 qualification in the Irish National Framework of Qualifications (QQI) and is accredited by Quality and Qualifications Ireland.

References/Sources:

[National Framework for Qualifications](#)

[Trinity Pathways](#)

[Trinity Courses](#)

Transcripts

For a standard Trinity transcript, please use this link to request a transcript from Academic Registry - <https://www.tcd.ie/academicregistry/service-desk/transcripts/request-forms/transcript-request-form.php>.

If you need a more detailed copy of your transcript, please email amullign@tcd.ie with your student number, full course title, year of graduation and whether you need a paper or electronic copy. Please allow 3 weeks to generate this transcript and note that we are unable to courier transcripts so please allow enough time for the transcript to reach its destination by ordinary post.

Students must give staff two/three weeks' notice when asking staff members to serve as referees. You are urged to supply all information needed to fill in any forms and provide a description of the course/job you are applying to.

External examiner

The undergraduate external examiner for the academic year 2023/24 is Prof. Deirdre Heddon, James Arnott Chair in Drama, University of Glasgow. All precautions will be taken with personal data in the transfer of documentation to Prof. Heddon in compliance with GDPR regulations for transmission of data from ROI to UK.

Reference/Source:

[Procedure for the transfer of students assessed work to external examiners](#)

Student feedback and evaluation

Teaching and Learning is evaluated annually by students through mandatory undergraduate module evaluations and postgraduate taught programme evaluations, and by participation in the Irish Survey of Student Engagement (ISSE) and the International Student Barometer (ISB). Further information on evaluations of teaching and learning can be requested from Trinity's Quality Office

<https://www.tcd.ie/teaching-learning/quality/quality-assurance/evaluation.php>.

References/Sources:

[Student Evaluation and Feedback](#)

[Student Partnership Policy](#)

[Procedure for the conduct of Focus Groups](#)