Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin

School of Social Sciences and Philosophy

Department of Sociology

B.A. Joint Honors Sociology Handbook

2023–2024

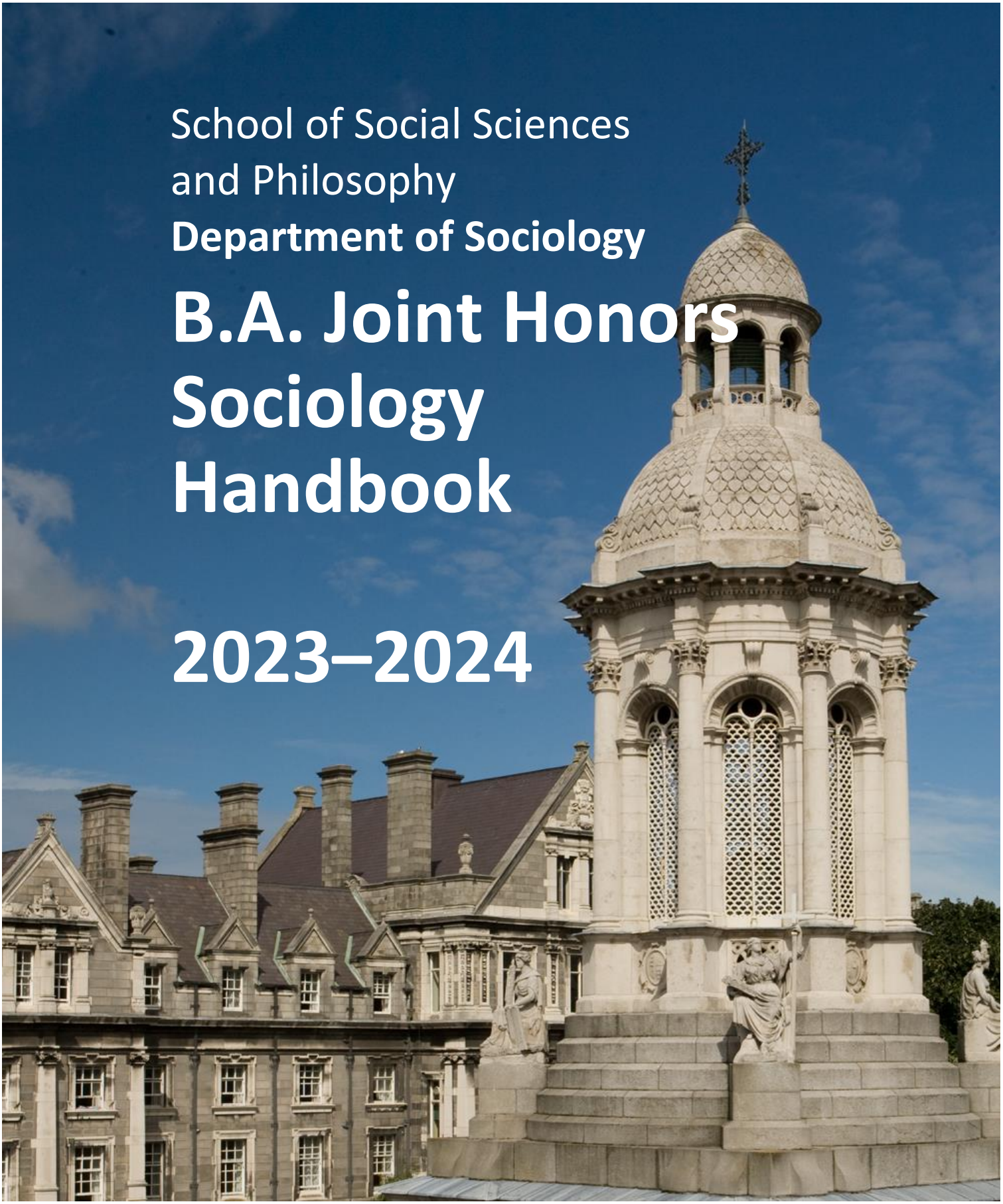


Table of Contents

Welcome from the Programme Director **5**

Welcome from the Programme Administrator **6**

Section 1 – General College Information ***7***

University Regulations **7**

Student Services and Support **7**

Tutors **7**

Student 2 Student **7**

Careers Advisory Service **7**

Mature Students **8**

Support for Students with disabilities **8**

Procedures regarding Dignity and Respect Matters **8**

Co-curricular Activities **9**

TCD Sports Clubs 9

TCD Societies 9

Student Union - TCDSU **9**

Emergency Procedures **9**

Health and Safety Statements **9**

Data Protection **9**

Section 2 - Joint Honors Sociology ***11***

Learning Outcomes **11**

Graduate Attributes **11**

Why are the Graduate Attributes important? **11**

How will I develop these Graduate Attributes? **12**

Contact Details **12**

Key Locations **12**

Blackboard **12**

Email **13**

Student Portal **13**

Programme Governance **13**

Key Dates **13**

Module Registration and Timetable **14**

Module Choice Registration 14

Lecture Timetable 14

Capstone **14**

Erasmus and Study Abroad **15**

Scholarships and Prizes **15**

Foundation Scholarship 15

Prizes and medals 15
Section 3 – Teaching and Learning *17*
Junior Fresh (first) Year – All Pathways **18**
Single Honors Sociology **19**
Senior Fresh (Second Year) Pathway Selection – Single Honors students 19
Junior Sophister (Third Year) 19
Senior Sophister (Fourth Year) 20
Major with Minor **22**
Major Sociology 22
Minor Sociology 24
Joint Honors Sociology **27**
Senior Fresh (Second Year) 27
Junior and Senior Sophister (Third and Fourth Year) 30
Trinity Electives/Open Modules **30**
Section 4 - Academic Conduct and Progression *32*
Attendance Requirements **32**
Registering Modules and Sitting Examinations 32
Coursework and Attendance at Classes 32
Absence from Examinations **32**
Feedback and Evaluation **33**
Progression Regulations **34**
Publication of Results 34
Re-checks 34
Appeals **34**
Awards **34**
Transcripts **35**
Plagiarism and Referencing Guide **36**
Plagiarism Declaration 36
School of Social Sciences and Philosophy Plagiarism Policy 36
Marking Scale **38**
School of Social Sciences and Philosophy Marking Scale 38
Reference and citation style **41**

A Note on this Handbook

In the event of any conflict or inconsistency between the General Regulations published in the University Calendar and information contained in programme or local handbooks, the provisions of the General Regulations in the Calendar will prevail.

Alternative formats of the Handbook can be made available on request.

September 2023

Welcome from the Programme Director

Dear Student,

Welcome to the Sociology Joint Honors programme. I hope that you are enjoying your first week at Trinity College.

The Joint Honors programme combines the study of two disciplines, offering students a multitude of degree options across college. While mastering two subjects can at times be challenging, it is highly rewarding.

This Handbook aims to provide as much information as possible on your programme structure, module options, and college regulations. Please do not hesitate to contact the programme administrator, Fiona McIntyre (sociology@tcd.ie). Your individual timetable, containing both your lecture and tutorial group information, will be available to you via your online student portal at my.tcd.ie when you complete your programme registration.

I wish you the best for the next four years. I hope it is an enjoyable experience, and the beginning of an enduring relationship for you and Trinity College Dublin.

Best wishes,

Dr Andrew Finlay

Programme Director, Joint Honors Sociology

Email: Dr Andrew Finalay

Welcome from the Programme Administrator

Dear Student,

Welcome to a new Academic year.

My name is Fiona McIntyre and I am the programme administrator for all students registered on the Joint Honors Sociology programme. If you have any administrative queries, you can email me at sociology@tcd.ie My office hours are from 8.00am– 4.30pm Monday – Thursday and 8am – 2pm on Friday.

Your individual timetable, containing both your lecture and tutorial group information, will be available to you via your online student portal at my.tcd.ie when you complete your programme registration.

Please ensure you regularly check your Trinity email account as I will use this for all administrative correspondence relating to your Sociology modules. In the meantime, enjoy the start of term and please do make contact if you have any queries.

Best wishes

Fiona McIntyre

Administrator, Joint Honors Sociology Programme

Email: sociology@tcd.ie

Phone: (01) 8962701

Location: Room 3.03, 3 College Green, Dublin 2

Section 1 – General College Information

This section provides general College information that will support and guide you during your time in Trinity.

University Regulations

Please reference the links below for College regulations, policies and procedures:

- Academic Policies - http://www.tcd.ie/teaching-learning/academic-policies/
- Student Complaints Procedure - https://www.tcd.ie/about/policies/160722_Student%20Complaints%20Procedure_PUB.pdf
- Dignity and Respect Policy- https://www.tcd.ie/equality/policy/dignity-respect-policy/

Student Services and Support

The Programme Administrator is your first port of call for all general queries. College also provides a range of administrative, academic and wellbeing supports and services to help smooth your route through college.

Student Services provide further information at www.tcd.ie/studentservices and a detailed booklet http://www.tcd.ie/students/assets/pdf/Student Services Booklet (web version).pdf

Tutors

All undergraduate students are assigned a tutor when they are admitted to College. Your tutor, who is a member of the teaching staff, will give confidential advice on courses, discipline, examinations, fees and other matters and will represent you before the College authorities should the need arise. You will find the name and email address of your tutor on your student record in SITS. If, for some reason, you cannot contact your tutor, you should contact the Senior Tutor's Office

https://www.tcd.ie/seniortutor/

Student 2 Student

From the moment that you arrive in College, right the way to your end of exams, Student 2 Student (S2S) is here to make sure that your first year is fun, engaging and a great foundation for the rest of your time in Trinity. You will meet S2S mentors in Freshers' Week. They will keep in regular touch with you throughout your first year and invite you to events. They will also provide useful information about your course and what to look out for. Mentors are students who have been through the first year and know exactly what it feels like. S2S also offers trained Peer Supporters if you want to talk confidentially to another student, or just to meet a friendly face for coffee and a chat. S2S is supported by the Senior Tutor's Office and the Student Counselling Service. See http://student2student.tcd.ie

Careers Advisory Service

The College Careers Service http://www.tcd.ie/Careers/ supports students to explore their career ambitions and plan how to achieve them using a wide variety of activities, services and resources:

• MyCareer, our online career management portal which includes booking appointments and viewing job vacancies

• how to plan your career and prepare for your job search through individual advice and guidance sessions, CV/LinkedIn clinics, practice interviews

- credit and non-credit bearing programmes to develop key skills and personal and career insight
- access to employers and alumni through careers fairs, sectoral fora and events
- mentoring and networking
- awards and scholarship programmes

Mature Students

Further information is available at https://www.tcd.ie/maturestudents/

Support for Students with disabilities

Trinity has adopted a Reasonable Accommodation Policy that outlines how supports are implemented in Trinity. Student seeking reasonable accommodation whilst studying in Trinity must apply for reasonable accommodations with the Disability Service http://www.tcd.ie/disability/. Based on appropriate evidence of a disability and information obtained from the student on the impact of their disability and their academic course requirements, the Disability Staff member will identify supports designed to meet the student's disability support needs. Following the Needs Assessment, the student's Disability Officer prepares an Individual Learning Educational Needs Summary (LENS) detailing the Reasonable Accommodations to be implemented. The information outlined in the LENS is communicated to the relevant School via the student record in SITS.

Procedures regarding Dignity and Respect Matters

The School of Social Sciences and Philosophy is committed to fostering a learning environment that upholds principles of equality, diversity, and inclusion. We strive to ensure that all students and staff can pursue their academic and professional goals without fear of discrimination, harassment, bullying, or any form of mistreatment.

Recognizing the adverse impact harassment can have on individuals' performance, morale, confidence, health, and learning, the School seeks to create a culture where such behaviour is unequivocally condemned. Our goal is to encourage an atmosphere in which individuals can address harassment concerns without fear of ridicule or retaliation.

Trinity Dignity and Respect Policy serves as a guiding framework for addressing any matters related to dignity and respect. This policy outlines the resources and support available to both students and staff when facing issues related to harassment or discrimination.

Should any student encounter issues related to dignity and respect, as outlined above, we strongly urge them to immediately reach out for support from the designated contact person, who will provide guidance and support in accordance with the Dignity and Respect Policy:

Student's tutor

Director, Teaching and Learning (Undergraduate): Dr Dino Hadzic, dhadzic@tcd.ie

Co-curricular Activities

TCD Sports Clubs

College has 50 sports clubs in a range of disciplines, from Basketball to Archery, you can find information on all of the clubs on the Trinity Sport website, here: https://www.tcd.ie/Sport/student-sport/clubs/

TCD Societies

College offers over 100 societies across the University. From arts, culture, politics and debating to gaming, advocacy and music, you're sure to find your niche. You can find a list of all of the societies here: http://trinitysocieties.ie/

Student Union - TCDSU

The Trinity College Students Union is a union for students, by students. The TCDSU represents the undergraduate student body at College level. You can find further information about the union, and how to get involved, on their website, here: https://www.tcdsu.org/ and can find information on the student representation structures here: https://www.tcdsu.org/aboutus

Emergency Procedures

In the event of an emergency, dial Security Services on extension 1999. Security Services provide a 24-hour service to the college community, 365 days a year. They are the liaison to the Fire, Garda and Ambulance services and all staff and students are advised to always telephone extension 1999 (+353 1 896 1999) in case of an emergency. Should you require any emergency or rescue services on campus, you must contact Security Services. This includes chemical spills, personal injury or first aid assistance. It is recommended that all students save at least one emergency contact in their phone under ICE (In Case of Emergency).

Health and Safety Statements

College Health and Safety can be accessed here: https://www.tcd.ie/estatesandfacilities/health-and-safety/

Data Protection

Please note that due to data protection requirements Staff in the School of Social Sciences and Philosophy cannot discuss individual students with parents/guardians or other family members.

As the University considers students, even if they are not yet 18, to have the maturity to give consent for the use of their data, in normal circumstances, the University will not disclose personal data to the parents, guardians or other representatives of a student without the student's consent. The University's preference is to receive written consent by way of email from the student where possible. Without such consent the University will not release any details regarding students including details of their registration, attendance, results, fee payments etc.

Trinity College Dublin uses personal data relating to students for a variety of purposes. We are careful to comply with our obligations under data protection laws, you can find further information on how we obtain, use and disclose student data here: https://www.tcd.ie/info_compliance/data-protection/studen t-data/

Section 2 - Joint Honors Sociology

This section provides information on the Department of Sociology and the Joint Honours Sociology programme.

The JH Sociology programme JH Sociology allows students to study two subjects to degree level with advanced specialisation in Sociology or both subjects depending on module choices. In addition, students learn invaluable analytical, communication, research and presentation skills – transferable skills which can be applied to a wide range of careers and postgraduate programmes.

Learning Outcomes

- understand the processes and mechanisms through which group membership influences social behaviour and outcomes
- have an appreciation of the contribution of classical sociological thinkers
- have a critical understanding of the theoretical models used in the social sciences
- have an understanding of the range of sociological research methods and when and how to successfully deploy each to best effect
- be able to test social science theories using empirical evidence to evaluate social science research questions
- adopt a comparative, research-informed approach to academic essays and project work
- have an appreciation of the manner in which sociological understanding can be applied to contemporary issues both in Ireland and internationally

Graduate Attributes

The Trinity Graduate Attributes represent the qualities, skills, and behaviors that you will have the opportunity to develop as a Trinity student over your entire university experience, not only in the classroom, but also through engagement in co- and extra-curricular activities (such as summer work placements, internships, or volunteering).

The four Trinity Graduate Attributes are:

- To Think Independently
- To Act Responsibly
- To Develop Continuously
- To Communicate Effectively

Why are the Graduate Attributes important?

The Trinity Graduate Attributes will enhance your personal, professional, and intellectual development. They will also help to prepare you for lifelong learning and for the challenges of living and working in an increasingly complex and changing world. The Graduate Attributes will enhance your employability. Whilst your degree remains fundamental, also being able to demonstrate these Graduate Attributes will help you to differentiate yourself as they encapsulate the kinds of transversal skills and abilities, which employers are looking for.

How will I develop these Graduate Attributes?

Many of these Graduate Attributes are developed over the course of your programme of study. They are embedded in the curriculum and in assessments, for example, giving presentations and engaging in group work. You will also develop them through the co-curricular and extra-curricular activities. If you help to run a club or society you will be improving your leadership skills, or if you play a sport you are building your communication and team-work skills.

Having concentrated on and developed expertise in two disciplines and developed numerous analytical skills, this degree confers the insights and skills to pursue careers in a variety of areas including public administration, finance, journalism, and consultancy. Today employers highly prize the versatility, commitment, and skills needed to become proficient in two disciplines.

Sociology opens up a wide range of opportunities. Many Sociology graduates have gone on to postgraduate study both at Trinity College Dublin and other leading universities around the world such as University College London, Kings College London, the University of Oxford, the University of Cambridge and the University of Edinburgh.

Sociology graduates find that their broad training and appreciation of how society and people work means they can thrive in careers in the media, journalism, consulting academia and teaching, policy analysis, non-governmental organisations, management and advisory roles in the public service.

Contact Details

Head of Department of Sociology:	Dr Jan Skopek	Email: skopekj@tcd.ie
Sociology JH Director:	Dr Andrew Finlay	Email: arfinlay@tcd.ie
Sociology Erasmus Coordinator:	Prof Richard Layte	Email: layter@tcd.ie
Programme Administrator:	Fiona McIntyre	Email: sociology@tcd.ie

To view the complete list of staff members in the Department of Sociology visit: https://www.tcd.ie/sociology/staff/

Key Locations

Sociology Department Office	Fiona McIntyre	Room 3.03, 3 College Green
Head of Department	Dr Jan Skopek	Room 3.02, 3 College Green

Blackboard

Blackboard is the College online learning environment, where lecturers will give access to material like lecture notes and discussion forums. The use of Blackboard varies from module to module and individual lecturers will speak to you about the requirements for their module. In order to access a module on Blackboard you should be registered to the module by your programme administrator. Blackboard can be accessed via https://tcd.blackboard.com/webapps/login/

Email

All official email correspondence will be sent to TCD email addresses only. You should check your email on a regular basis. When emailing the Programme administrator, you should include their TCD Student ID Number at all times.

Student Portal

My.tcd.ie allows students to view their own central student record containing all relevant information related to the course for which you are registered. To access the system you will need your College username and network password.

If your personal student information is incorrect you should contact the Academic Registry (via email – academic.registry@tcd.ie) stating your full name and student ID number. If your timetable module list is incorrect then you should notify the Programme Administrator.

Programme Governance

The JH Sociology programme is governed by the Sociology undergraduate committee which is a sub-committee of the School of Social Sciences and Philosophy Undergraduate Teaching and Learning Committees. Membership of the JH Sociology Programme Management Committee includes the Academic Director (Chair), Administrative Officer (Secretary), an academic representative and a student representative.

Key Dates

Academic Year Structure

18th September 2023	**Orientation Week**
25th September 2023	**Teaching commences for the JF**
Week of 23RD October 2023	Study/Review Week
TBC	Applications forms available to apply for Foundation Scholarship
TBC	Deadline for applications to sit Foundation Scholarship
TBC	Sociology Schol Information Meeting
Week of 4th December 2023	Revision Week
Week of **11th December 2023**	Term Assessment
Week of 8th January 2024	Assessment /Foundation Scholarship
22ND January 2024	**Teaching commences for Term 2**
Week of 4th March 2024	Study Week
Week of 14th April 2024	Revision
Week of 22ND April 2024	**Trinity Week**
Week of 29TH April 2024	Term Assessment

Module Registration and Timetable

Module Choice Registration

This handbook outlines your module requirements for each year and gives details of module prerequisites and programme requirements. Some of your modules may be core (you have to take them) and others are optional/ approved. It is your responsibility to ensure that you:

- take modules amounting to 60 ECTS during an academic year;
- that your selected modules meet the programme requirements;
- and that you meet the prerequisites for your chosen modules

You register your choice for the following academic year in May, but you can change your mind in the first teaching week of Michaelmas term. Bear in mind that lecturers will not be able to make special arrangements for you if you turn up to lectures for the first time in week two: if you have doubts, attend all modules you are thinking about for the first week.

All module choices must be registered with the Programme Administrator so that you will be included on examination lists. You should note that module changes will be subject to availability of places and timetable constraints.

Students in Year 1 of Joint Honors Sociology will be invited during the Trinity Term to register their preferences for Year 2 of their course, including Trinity Electives and Open Modules. 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.

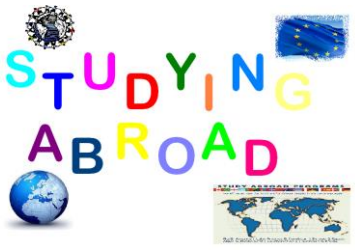
Lecture Timetable

Lecture timetables are published to student portals my.tcd.ie at least one week before the beginning of the academic year (how to access your timetable). Once you are registered, you can view your timetable on your student portal. The onus is on you to check your timetable at regular intervals to identify any changes to venues or lecture times. It is imperative that students, at the beginning of the Academic year, check for any clashing of modules that may be occurring, not just in the Michaelmas term, but through into the Hilary term.

Capstone

Every student at Trinity will have the opportunity to do a Capstone Project or equivalent as part of their undergraduate programme. The capstone project 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 is 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 graduate attributes. For more information on Capstone please visit: https://www.tcd.ie/TEP/capstone.php.

Erasmus and Study Abroad



In Junior Sophister year you may be permitted to satisfy the requirements of the year, in whole or in part, by study abroad under an approved Erasmus or college-wide international exchange programme approved by the Vice-President for Global Relations, with the assessment at the host university counting as part of your academic record in College. The maximum period for such study is one academic year and the minimum period is three months. Arrangements governing specific exchange programmes are made by the school, department or course office concerned. See https://www.tcd.ie/ssp/undergraduate/study-abroad/ for more information.

Scholarships and Prizes

Foundation Scholarship

Details on the College regulations for the achievement of Scholarship can be found here: http://www.tcd.ie/calendar/undergraduate-studies/foundation-and-non-foundation-scholarships.pdf

Candidates are examined in the modules of their course up to the end of Michaelmas Term of the Senior Freshman year.

The Department of Sociology is providing hour papers for The Foundation Scholarship examinations. The number and combination of papers which you should take depends on your programme plus the pathway which you are taking as listed on the TCD Sociology web pages (see below). There are mandatory papers for different programmes and pathways plus optional choices. All Sociology Scholarship Examination papers require students to answer two questions and are ***2 hours and 15 minutes*** in length.

Find details on the Sociology examination and sociology papers here:

https://www.tcd.ie/sociology/undergraduate/current/scholarship-exams/

Prizes and medals

John Jackson Memorial Prize

This prize was founded in 2012 with support from the Trinity Alumni Appeal in honour of the late Professor John Jackson, who was the first Chair of the Department of Sociology (1974-1997). It is awarded annually to the Senior Sophister TSM Pattern B Sociology Major student who achieves the highest grade.

Sociology Dissertation Prize

This prize was founded in 2012 with support from the Trinity Alumni Appeal. It is awarded annually to the student who receives the highest Dissertation grade in their Senior Sophister year.

Sociology Trinity Alumni Prize

The prize was founded in 2012 with support from the Trinity Alumni Appeal. It is awarded annually to the Junior Sophister TSM Pattern B Sociology Minor student who receives the highest grade.

Harry Hartford Capstone Project Award

This prize was founded in 2020 by a gift from Harry Hartford, a graduate of the Faculty of Economic and Social Studies. The prize will be awarded to the four best Capstone Projects annually within the disciplines of economics, political science, sociology and philosophy. Special consideration will be given to projects in the field of public policy, emphasizing evidence-based research in the public domain. Value, €1,000

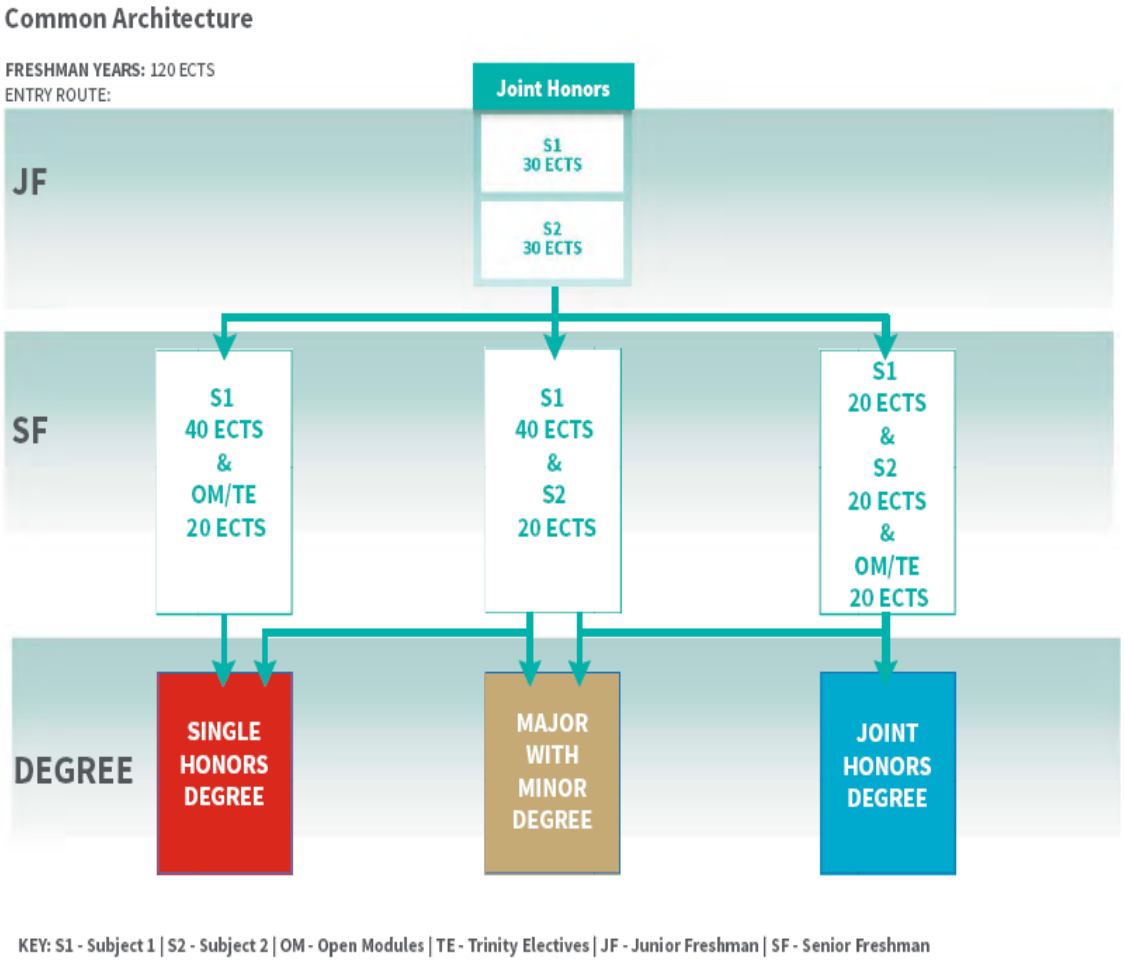
Gold Medals are awarded to students by the Board of College to candidates who have passed with an overall first class at the final examination and who have shown exceptional merit. In order to qualify for a Gold Medal students must achieve:

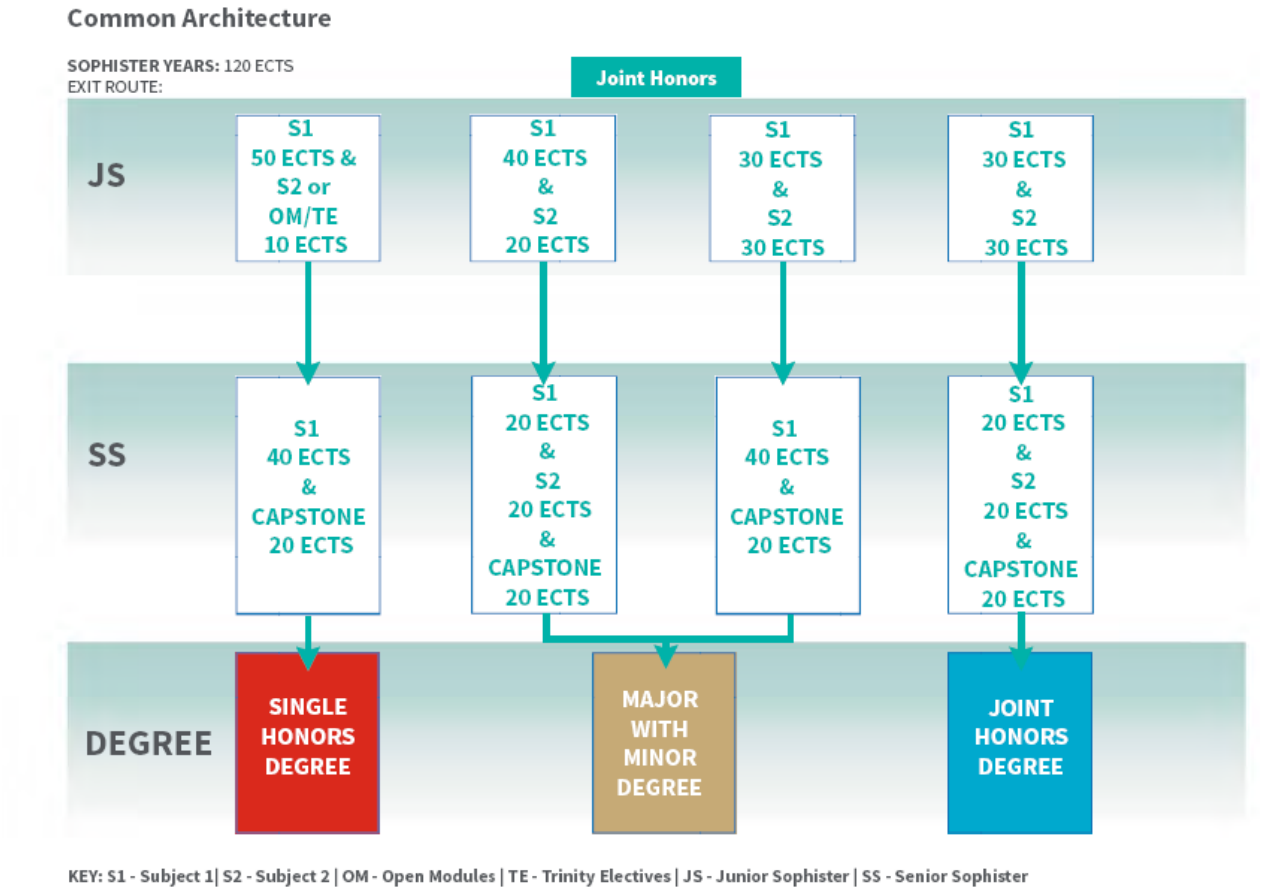
- an **overall** minimum mark of 73%;
- a minimum mark of 70% in each of the four modules.

Section 3 – Teaching and Learning

This section contains information on Joint Honours Sociology programme architecture and the available pathways to award. Students enrolling into Joint Honours Sociology can choose to graduate with:

- A Single Honour Degree in Sociology
- Or a Joint Honours Degree in Sociology and a Second Subject
- Or to major in Sociology while minoring in a Second Subject
- Or to major in a Second Subject while minoring in Sociology





Junior Fresh (first) Year – All Pathways

Students must take modules equivalent to 30 ECTs and meet programme requirements.

Module Code	Module Title	ECTS	Pre-requisites	Co-requisites	Notes
SOU11013	Introduction to Sociology 1	5		SOU11014	Mandatory
SOU11014	Introduction to Sociology 2	5	SOU11013		Mandatory
ECU11031	Introduction to Economic Policy A	5		ECU11032	Mandatory
ECU11032	Introduction to Economic Policy B	5	ECU11031		Mandatory
POU11021	Politics and Irish Society A	5			Mandatory
POU11022	Politics and Irish Society B	5			Mandatory

Single Honors Sociology

Senior Fresh (Second Year) Pathway Selection – Single Honors students

- Students take **20 ECTS** in ***either***
    - Subject 2 ***or***
    - Open Modules and Trinity Electives
- Students take **40 ECTS** in **Sociology**

Module Code	Module Title	ECTS	Co-requisites[1]	Prerequisite for	Students taking 40 ECTS
SOU22011	Introduction to Social Research 1	5	SOU22012	SOU33011, SOU33012, SOU44000	Mandatory
SOU22012	Introduction to Social Research 2	5	SOU22011	SOU33011, SOU33012, SOU44000	Mandatory
SOU22021	Gender, Work and Family 1	5		None	Mandatory
SOU22032	Gender, Work and Family 2	5		None	Mandatory
SOU22041	Power, State and Social Movements 1	5		None	Mandatory
SOU22052	Power, State and Social Movements 2	5		None	Mandatory
SOU22061	Social Theory 1	5	SOU22062		Mandatory
SOU22062	Social Theory 2	5	SOU22061		Mandatory

Junior Sophister (Third Year)

- Students choose **10 ECTS** from either Trinity Electives, Open Modules or from Subject 2 (studied in the Senior Fresh year).
- Students take **50 ECTS** of mandatory modules in **Sociology**.

Please note *– the modules listed are provided as a guideline as module availability can change from year to year.*

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[2]	Mandatory /Optional
Semester One Modules					

[1] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

[2] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[2]	Mandatory /Optional
SOU33011	Researching Society 1	5	SOU22011, SOU22012, SOU22061, SOU22062	SOU33012	Mandatory
SOU33021	Race, Ethnicity & Identity 1	5			Mandatory
SOU33052	Social Stratification & Inequality 1	5			Mandatory
SOU33061	Comparative Sociology of Europe	5			Mandatory
SOU33081	Globalisation & Development 1	5			Mandatory
Semester Two Modules					
SOU33012	Researching Society 2	5	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011		Mandatory
SOU33032	Race, Ethnicity & Identity 2	5			Mandatory
SOU33052	Social Stratification & Inequalities 2	5			Mandatory
SOU33072	Globalisation & Development 2	5			Mandatory
SOU33122	Understanding Social Change: The Case of Irish Society	5			Mandatory

Senior Sophister (Fourth Year)

- Students take **60 ECTS** in **Sociology** - the Capstone module (20 ECTS), 40 ECTS of optional modules.

***Please note** – the modules listed are provided as a guideline as module availability can change from year to year.*

Module Code	Module Title	ECTS	Prerequisites	Co-requisites[3]	Mandatory /Optional
Full Year Modules					
SOU44100	Sociology Capstone	20	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011, SOU33012		Mandatory
Semester One Modules					
SOU44011	Conflict Studies 1	10			Optional
SOU44021	Social Networks & Digital Lives 1	10			Optional

[3] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Prerequisites	Co-requisites[3]	Mandatory /Optional
SOU44061	Migration, Mobilities & Integration 1	10			Optional
SOU44051	Labour Markets, Gender & Institutions 1	10			Optional
SOU44071	Advanced Methods of Sociological Data Science	10			Optional
Semester Two Modules					
SOU44012	Conflict Studies 2	10			Optional
SOU44062	Migration Mobilities & Integration 2				Optional
SOU44052	Labour Markets, Gender & Institutions 2	10			Optional

Major with Minor

Major Sociology

Senior Fresh (Second Year)

Students take **either**

a) **20** ECTS in **Sociology (major)**, **20** ECTS in **Minor Subject**, **20** ECTS from any of the open modules and/or from Trinity Electives **or**

b) **40** ECTS in **Sociology (major)** and **20** ECTS in **Minor Subject.**

Module Code	Module Title	ECTS	Co-requisites[4]	Prerequisite for	Students taking 40 ECTS	Students taking 20 ECTS
SOU22011	Introduction to Social Research 1	5	SOU22012	SOU33011, SOU33012, SOU44000	Mandatory	Mandatory
SOU22012	Introduction to Social Research 2	5	SOU22011	SOU33011, SOU33012, SOU44000	Mandatory	Mandatory
SOU22021	Gender, Work and Family 1	5		None	Mandatory	Not Available
SOU22032	Gender, Work and Family 2	5		None	Mandatory	Not Available
SOU22041	Power, State and Social Movements 1	5		None	Mandatory	Not Available
SOU22052	Power, State and Social Movements 2	5		None	Mandatory	Not Available
SOU22061	Social Theory 1	5	SOU22062		Mandatory	Mandatory
SOU22062	Social Theory 2	5	SOU22061		Mandatory	Mandatory

[4] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Junior and Senior Sophister (Third and Fourth Year)

Students choose **either**

a) **Junior Sophister Year**: 30 ECTS from Sociology, 10 ECTS of mandatory modules and 20 ECTS from a range of optional modules and 30 ECTS from the Minor Subject (studied in SF year); **Senior Sophister Year**: 60 ECTS from Sociology in the Senior Sophister year, to include the Capstone (20 ECTS) and 40 ECTS of optional modules; **or**

b) **Junior Sophister Year**: 40 ECTS from Sociology, 10 ECTS of mandatory modules and 30 ECTS from a range of optional modules and 20 ECTS from the Minor subject (studied in SF year); **Senior Sophister Year**: 40 ECTS from Sociology, to include the Capstone (20 ECTS) and 20 ECTS of optional modules and 20 ECTS from the Minor subject.

Students must take even distribution of ECTS across each Semester (30 in Semester one, and 30 in Semester two)

***Please note** – the modules listed are provided as a guideline as module availability can change from year to year.*

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[5]	Mandatory/ Optional
JUNIOR SOPHISTER					
Semester One Modules					
SOU33011	Researching Society 1	5	SOU22011, SOU22012, SOU22061, SOU22062	SOU33012	Mandatory
SOU33021	Race, Ethnicity & Identity 1	5			Optional
SOU33052	Social Stratification & Inequalities 1	5			Optional
SOU33061	Comparative Sociology of Europe	5			Optional
SOU33081	Globalisation & Development 1	5			Optional
Semester Two Modules					
SOU33012	Researching Society 2	5	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011		Mandatory
SOU33032	Race, Ethnicity & Identity 2	5			Optional
SOU33052	Social Stratification & Inequalities 2	5			Optional
SOU33072	Globalisation and Development 2	5			Optional
SOU33122	Understanding Social Change: The Case of Irish Society	5			Optional

[5] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[5]	Mandatory/ Optional
SENIOR SOPHISTER					
Full Year Modules					
SOU44100	Sociology Capstone	20	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011, SOU33012		Mandatory
Semester One Modules					
SOU44011	Conflict Studies 1	10			Optional
SOU44021	Social Networks & Digital Lives 1	10			Optional
SOU44051	Labour Markets, Gender & Institutions 1	10			Optional
SOU44061	Migration, Mobilities & Integration 1	10			Optional
SOU44071	Advanced Methods of Sociological Data Science	10			Optional
Semester Two Modules					
SOU44062	Migration, Mobilities & Integration 2	10			Optional
SOU44012	Conflict Studies 2	10			Optional
SOU44052	Labour Markets, Gender & Institutions 2	10			Optional

Minor Sociology

Senior Fresh (Second Year)

Students take **either**

a) **20** ECTS in **Major Subject**, **20** ECTS in **Sociology (minor)** and **20** ECTS from any of the open modules and/or from Trinity Electives, **or**

b) **40** ECTS in **major subject** and **20** ECTS in **Sociology (minor)**

Module Code	Module Title	ECTS	Co-requisites[6]	Prerequisite for	Mandatory/ Optional
SOU22011	Introduction to Social Research 1	5	SOU22012	SOU33011, SOU33012, SOU44000	Optional

[6] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Co-requisites[6]	Prerequisite for	Mandatory/ Optional
SOU22012	Introduction to Social Research 2	5	SOU22011	SOU33011, SOU33012, SOU44000	Optional
SOU22021	Gender, Work and Family 1	5		None	Optional
SOU22032	Gender, Work and Family 2	5		None	Optional
SOU22041	Power, State and Social Movements 1	5		None	Optional
SOU22052	Power, State and Social Movements 2	5		None	Optional
SOU22061	Social Theory 1	5	SOU22062		Optional
SOU22062	Social Theory 2	5	SOU22061		Optional

Junior and Senior Sophister (Third and Fourth Year)

Students choose **either**

a) **30 ECTS** in **Sociology (minor)** from a range of optional modules and 30 ECTS from **major subject** and 60 ECTS in **major subject** in the Senior Sophister year, to include the Capstone **or**

b) **20 ECTS** in **Sociology (minor)** from a range of optional modules and 40 ECTS in **major subject** in the Junior Sophister Year and **20 ECTS** in **Economics (minor)** from a range of optional modules in the Senior Sophister year, together with 40 ECTS in **major subject.**

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[7]	Mandatory /Optional
JUNIOR SOPHISTER					
Semester One Modules					
SOU33011	Researching Society 1	5	SOU22011, SOU22012, SOU22061, SOU22062	SOU33012	Optional
SOU33021	Race, Ethnicity & Identity 1	5			Optional
SOU33052	Social Stratification & Inequalities 1	5			Optional
SOU33061	Comparative Sociology of Europe	5			Optional
SOU33081	Globalisation & Development 1	5			Optional
Semester Two Modules					
SOU33012	Researching Society 2	5	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011		Optional

[7] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[7]	Mandatory /Optional
SOU33032	Race, Ethnicity & Identity 2	5			Optional
SOU33052	Social Stratification & Inequalities 2	5			Optional
SOU33072	Globalisation & Development 2	5			Optional
SOU33122	Understanding Social Change: The Case of Irish Society	5			Optional
SENIOR SOPHISTER					
Semester One Modules					
SOU44011	Conflict Studies 1	10			Optional
SOU44051	Labour Markets, Gender & Institutions 1	10			Optional
SOU44021	Social Networks & Digital Lives 1	10			Optional
SOU44061	Migration, Mobilities & Integration 1	10			Optional
SOU44071	Advanced Methods of Sociological Data Science	10			Optional
Semester Two Modules					
SOU44012	Conflict Studies 2	10			Optional
SOU44062	Migration, Mobilities & Integration 2	10			Optional
SOU44052	Labour Markets, Gender & Institutions 2	10			Optional

Joint Honors Sociology

Pathway Selections-Joint Honors students

Senior Fresh (Second Year)

Students take 60 ECTS from within two or three of the four subjects, taking **either**

a) **20** ECTS in **Scoiology**, **20** ECTS in **Subject 2**, **20** ECTS of open modules and/or from Trinity Electives

b) **40** ECTS in **Sociology, 20** ECTS in **Subject2**

c) **40** ECTS in **Subject 2,** 20 ECTS in **Sociology**

Module Code	Module Title	ECTS	Co-requisites[8]	Prerequisite for	Students taking 40 ECTS	Students taking 20 ECTS
SOU22011	Introduction to Social Research 1	5	SOU22012	SOU33011, SOU33012, SOU44000	Mandatory	Mandatory if taking the Capstone in Sociology, optional if taking the Capstone in other subject
SOU22012	Introduction to Social Research 2	5	SOU22011	SOU33011, SOU33012, SOU44000	Mandatory	Mandatory if taking the Capstone in Sociology, optional if taking the Capstone in other subject
SOU22021	Gender, Work and Family 1	5		None	Mandatory	Optional
SOU22032	Gender, Work and Family 2	5		None	Mandatory	Optional
SOU22041	Power, State and Social Movements 1	5		None	Mandatory	Optional
SOU22052	Power, State and Social Movements 2	5		None	Mandatory	Optional
SOU22061	Social Theory 1	5	SOU22062		Mandatory	Mandatory if taking the Capstone in Sociology, optional if taking the

[8] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Module Code	Module Title	ECTS	Co-requisites[8]	Prerequisite for	Students taking 40 ECTS	Students taking 20 ECTS
						Capstone in other subject
SOU22062	Social Theory 2	5	SOU22061		Mandatory	Mandatory if taking the Capstone in Sociology, optional if taking the Capstone in other subject

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[9]	Mandatory /Optional
JUNIOR SOPHISTER					
Semester One Modules					
SOU33011	Researching Society 1	5	SOU22011, SOU22012, SOU22061, SOU22062	SOU33012	Mandatory if taking the Capstone in Sociology, optional if taking the Capstone in other subject
SOU33021	Race, Ethnicity & Identity 1	5			Optional
SOU33052	Social Stratification & Inequalities 1	5			Optional
SOU33061	Comparative Sociology of Europe	5			Optional
SOU33081	Globalisation & Development 1	5			Optional
Semester Two Modules					
SOU33012	Researching Society 2	5	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011		Mandatory if taking the Capstone in Sociology, optional if taking the Capstone in other subject
SOU33032	Race, Ethnicity & Identity 2	5			Optional
SOU33052	Social Stratification & Inequalities 2	5			Optional
SOU33122	Understanding Social Change: The Case of Irish Society	5			Optional
SOU33092	Globalisation & Development 2	5			Optional
SENIOR SOPHISTER					
Full Year Modules					
SOU44100	Sociology Capstone	20	SOU22011, SOU22012, SOU22061, SOU22062 SOU33011, SOU33012		Mandatory
Semester One Modules					
SOU44011	Conflict Studies 1	10			Optional

Module Code	Module Title	ECTS	Prerequisites	Co-Requisites[9]	Mandatory /Optional
SOU44021	Social Networks & Digital Lives 1	10			Optional
SOU44051	Labour Markets, Gender & Institutions 1	10			Optional
SOU44061	Migration, Mobilities & Integration 1	10			Optional
SOU44071	Advanced Methods of Sociological Data Science	10			Optional
Semester Two Modules					
SOU44062	Migration Mobilities & Integration 2	10			Optional
SOU44012	Conflict Studies 2	10			Optional
SOU44052	Labour Markets, Gender & Institutions 2	10			Optional

Junior and Senior Sophister (Third and Fourth Year)

Students choose 30 ECTS in Sociology and 30 ECTS in their other subject in their Junior Sophister year and **either**

a) 40 ECTS in Sociology, to include the Capstone (20 ECTS) together with 20 ECTS in the other subject in the Senior Sophister year, **or**

b) 20 ECTS in Sociology from a range of optional modules and 40 ECTS from the other subject, to include to Capstone (20 ECTS).

Trinity Electives/Open Modules

If taking Open Modules and/or Trinity Electives in SF year, students take 20 ECTS, choosing either:

• 10 ECTS from the list of Open Modules and 10 ECTS of Trinity Electives or

• 20 ECTS from the list of Open Modules

If taking Open Modules and/or Trinity Electives in JS year, students take 10 ECTS, choosing either:

• 5 ECTS from the list of Open Modules and 5 ECTS of Trinity Electives or

• 10 ECTS from the list of Open Modules • 10 ECTS of Trinity Electives

[9] If a module is listed as a co-requisite, this indicates that students taking part A in Semester One must also take part B in Semester Two

Section 4 - Academic Conduct and Progression

This section focuses on academic requirements, progressions regulations, absence from examinations, academic integrity and provides guidance on the School of Social Sciences and Philosophy marking scale.

Attendance Requirements

Registering Modules and Sitting Examinations

You must register your final module choices through your mytcd portal before the start of teaching term in order to appear on module listings for examination purposes. You are required to take examinations of all modules for which you are registered unless specially exempted by permission from the Senior Lecturer.

Coursework and Attendance at Classes

You are required to attend classes and submit assessment work in all modules. A student may be deemed *non-satisfactory* in a term when more than a third of required work/attendance in that term is missed. Any student who is deemed *non-satisfactory* in each of the two terms may, in accordance with the regulations laid down by the University Council, be refused permission to take examinations in that year.

To be allowed to sit the ordinary examinations you must have paid the relevant College annual fees and must be in good standing. There is no examination fee payable. There is no notice required of intention to take an examination (the Scholarship examination is an exception to this).

Absence from Examinations

Students who may be prevented from sitting an examination or examinations (or any part thereof) due to illness should seek, through their tutor, permission from the Senior Lecturer in advance of the examination session to defer the examination/s to the reassessment session. Students who have commenced the examination session and are prevented from completing the session due to illness should seek, through their tutor, permission from the Senior Lecturer to defer the outstanding examination/s to the reassessment session.

Where such permission is sought, it must be appropriately evidenced:

a) For illness: medical certificates must state that the student is unfit to sit examinations/ complete assessment and specify the date(s) of the illness and the dates on which the student is not fit to sit examinations/complete assessment. Medical certificates must be submitted to the student's tutor within three days of the beginning of the period of absence from the assessment/examination.
b) For other grave cause: appropriate evidence must be submitted to the student's tutor within three days of the beginning of the period of absence from the assessment/examination.

Where illness occurs during the writing of an examination paper, it should be reported immediately to the chief invigilator. The student will then be escorted to the College Health Centre. Every effort will be made to assist the student to complete the writing of the examination paper.

Where an examination/assessment has been completed, retrospective withdrawal will not be granted by the Senior Lecturer nor will medical certificates be accepted in explanation for poor performance.

If protracted illness prevents students from taking the prescribed assessment components, so that they cannot rise into the next class, they may withdraw from College for a period of convalescence, provided that appropriate medical certificates are submitted to the Senior Lecturer. If they return to College in the succeeding academic year they must normally register for the year in full in order to fulfil the requirements of their class. Where appropriate please see the regulations governing fitness to practice.

Where the effects of a disability prevent a student from taking the prescribed assessment components, so that they cannot rise into the next class, the Senior Lecturer may permit the student to withdraw from College for a period of time provided that appropriate evidence has been submitted to the Disability Service. If they return to College in the succeeding academic year they must normally register for the year in full in order to fulfil the requirements of their class.

The nature of non-standard examination accommodations, and their appropriateness for individual students, will be approved by the Senior Lecturer in line with the Council-approved policy on reasonable accommodations. Any reports provided by the College's Disability Service, Health Service or Student Counselling Service will be strictly confidential.

Feedback and Evaluation

Evaluation of courses and their constituent modules is an important component of College's commitment towards improving the quality of teaching and the support of learning. To this end, all undergraduate modules that are taught by the School of Social Sciences and Philosophy are evaluated on a twice-yearly basis using an online survey. The survey is anonymous and the results are used in reviewing and improving aspects of each module and its delivery. We particularly want to hear what students think was good about a module and what needs to be improved.

All results for each survey are collated and made available to the lecturer who taught the module, the Head of Department, the Head of School, the School's Director Undergraduate Teaching and Learning and the School Manager. Teaching Assistants receive their feedback through communication with the course lecturer. Department and School averages are made available to members of the School. Student feedback forms an important part of the evaluation and review process.

In addition, the results may also be referred to by lecturers in the nomination of Teaching Assistants for the Dermot McAleese Teaching Award. This is an annual award

which is presented to one outstanding Teaching Assistant in each of the School's four disciplines. The nominations are reviewed by a committee in each department as well as the six members of the School Undergraduate Committee. The award has been made possible thanks to the generosity of School alumni.

Finally, in order to recognise good teaching within our School, the School Executive has taken a decision to publish the names of modules/lecturers of the 'top 3 highest ranked modules' and 'the highest ranked module with over 100 students' within each Department. The results can be found here: http://www.tcd.ie/ssp/undergraduate/student-evaluations/

Progression Regulations

For College progression regulations please reference the College Calendar at: http://www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf

Publication of Results

Publication of results take place on dates as specified and agreed by the Joint Honours Programme Committee. Results are published to your Student Portal my.tcd.ie.

Re-checks

You are entitled to discuss your performance with examiners after your results have been published. Having discussed your performance with the examiner(s) and ascertained that the mark in question was correctly calculated, you may ask that their results be re-considered if they have reason to believe

a) that the examination paper contained questions on modules which were not part of the module prescribed for the examination, or
b) that bias was shown by an examiner in marking the script.

Through your tutor, you may appeal to the Senior Lecturer. In submitting your case, you should state under which of (a) or (b) above the request is being made. If a mark is revised, the Director of the JH Sociology programme will be notified of the mark change by the relevant Director of Undergraduate Teaching and Learning of the School. The Director will, by reference to the JH Sociology Programme conventions, and with the permission of the Senior Lecturer, amend the relevant module result(s) and overall grade as appropriate.

Appeals

Please see the College Appeals Policy at: http://www.tcd.ie/teaching-learning/assets/pdf/academicpolicies/Appeals%20Policy.pdf

Awards

All Joint Honors students on successful completion of the JS year, if they choose not to continue their studies, may be awarded an Ordinary Degree in their JS year. Any SS

student who is registered, sits and fails their SS year, may also have this result, in their SS year. This is only given at Course level.

Further Information is available on the College website at https://www.tcd.ie/TSM/current/exam/regulations.php

Transcripts

Transcript requests may be made by contacting sociology@tcd.ie .

Transcripts will include the set of grades that permit students to rise with their year and the set of grades that forms the basis of the award of the degree. The transcript will make explicit whether or not one or two sittings were required (however supplemental in a paper for which there was a deferral permitted from the annual session is not considered a separate sitting) and whether or not a year is repeated. The grades achieved on the second sitting will be clearly indicated. Where more than one sitting was required an overall grade will always be recorded as a Pass/Fail.

The Scholarship Examination is an exception to the above. The examination will not be reflected on the student transcript unless the student has obtained Scholarship, in which case such information, if requested, shall appear (by way of asterisk and explanation) below the grades for Senior Freshman year.

Transcripts are never issued to a third party, such as a parent or prospective employer without the consent of the person named on the transcript.

Plagiarism and Referencing Guide

If you copy another student's essay, engage someone to write your work, quote material from any published or electronic source without acknowledgement, or extensively paraphrase such material without acknowledgement, you have committed the offence of plagiarism. A mark of zero may be awarded.

The College's definition of plagiarism and specification of its consequences can be viewed here http://tcd-ie.libguides.com/plagiarism. These guidelines are designed to help you to understand what plagiarism is and to employ the principles of academic integrity so as to avoid plagiarising. They also set out the regulations in Trinity relating to plagiarism offences and how they are dealt with. The College Calendar defines plagiarism, gives examples of the kinds of actions that are deemed to constitute plagiarism, and elaborates on the procedures for dealing with plagiarism cases. It is essential that you read the Calendar entry that is relevant to you as an undergraduate student.

The guidelines also contain materials and advice on citation styles which are used to reference properly. You should familiarise yourself with the content of these pages. Specific examples of referencing conventions in the Department of Sociology are contained at the end of this handbook.

Plagiarism is considered a very serious offence within the Department of Sociology. All students must complete the Ready Steady Write plagiarism tutorial and sign a declaration when submitting course work, whether in hard or soft copy or via Blackboard, confirming that you understand what plagiarism is and have completed the tutorial**.**

Plagiarism Declaration

Each coversheet that is attached to submitted work should contain the following completed declaration:

"I have read and I understand the plagiarism provisions in the General Regulations of the University Calendar for the current year, found at http://www.tcd.ie/calendar.

I have also completed the Online Tutorial on avoiding plagiarism 'Ready Steady Write', located at http://tcd-ie.libguides.com/plagiarism/ready-steady-write."

If you read the information on plagiarism, complete the tutorial and still have difficulty understanding what plagiarism is and how to avoid it, please seek advice from your College tutor, your Course Director, your supervisor, or from Student Learning Development.

School of Social Sciences and Philosophy Plagiarism Policy

If plagiarism, as referred to in the Calendar (www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf) is suspected, the lecturer informs their HoD and Director of Teaching and Learning (Undergraduate) (DUTL). The DUTL, or their designate, will write to the student, and the student's tutor advising them of the concerns raised. The student and tutor (or representative from the Students' Union) will be invited to attend an informal meeting with the DUTL, or their designate, and the lecturer concerned, in order to put their suspicions to the student and give

the student the opportunity to respond. The student will be requested to respond in writing stating his/her agreement to attend such a meeting and confirming on which of the suggested dates and times it will be possible for them to attend. If the student does not agree to attend such a meeting, the DUTL, or designate, may refer the case directly to the Junior Dean, who will interview the student and may implement the procedures as referred to under conduct and college regulations.

If the DUTL, or designate, forms the view that plagiarism has taken place, he/she must decide if the offence can be dealt with under the summary procedure set out below. In order for this summary procedure to be followed, all parties attending the informal meeting above must state their agreement in writing to the DUTL, or designate.

If the offence can be dealt with under the summary procedure, the DUTL, or designate, will recommend one of the following penalties:

Level 1: Student receives an informal verbal warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarised elements. Other content should not be altered. The resubmitted work will be assessed and marked without penalty. The DUTL should inform the course director and where appropriate the course office. The offence is recorded.

Level 2: Student receives a formal written warning. The piece of work in question is inadmissable. The student is required to rephrase and correctly reference all plagiarised elements. Other content should not be altered. The resubmitted work will receive a reduced or capped mark depending on the seriousness/extent of plagiarism. In the case of a Level 2 offence, the Senior Lecturer must be notified and requested to approve the recommended penalty. The DUTL should inform the course director and where appropriate the course office. The offence is recorded.

Level 3: Student receives a formal written warning. The piece of work in question is inadmissible. There is no opportunity for resubmission, with corrections. Instead, the student is required to submit a new piece of work as a reassessment during the next available session. Provided the work is of a passing standard, both the assessment mark and the overall module mark will be capped at the pass mark. Discretion lies with the Senior Lecturer in cases where there is no standard opportunity for a supplemental assessment under applicable course regulations. In the case of a Level 3 offence, the Senior Lecturer must be notified and requested to approve the recommended penalty. The Senior Lecturer will inform the Junior Dean accordingly. The Junior Dean may nevertheless implement the procedures as referred to under conduct and college regulations. The DUTL should inform the course director and where appropriate the course office. The offence is recorded.

Level 4: If the case cannot normally be dealt with under the summary procedures, it is deemed to be a Level 4 offence and will be referred directly to the Junior Dean. Nothing provided for under the summary procedure diminishes or prejudices the disciplinary powers of the Junior Dean under the 2010 Consolidated Statutes.

Marking Scale

The Trinity marking scale can be referenced in the College Calendar: http://www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf

School of Social Sciences and Philosophy Marking Scale

First class Honors I 70-100

First class Honors in the School of Social Sciences and Philosophy and the School of Social Work and Social Policy is divided into grade bands which represent excellent, outstanding and extraordinary performances.

A first class answer demonstrates a comprehensive and accurate answer to the question, which exhibits a detailed knowledge of the relevant material as well as a broad base of knowledge. Theory and evidence will be well integrated and the selection of sources, ideas, methods or techniques will be well judged and appropriately organised to address the relevant issue or problem. It will demonstrate a high level of ability to evaluate and integrate information and ideas, to deal with knowledge in a critical way, and to reason and argue in a logical way.

70-78 EXCELLENT

First class answers (excellent) demonstrate a number of the following criteria:

- comprehensiveness and accuracy;
- clarity of argument and quality of expression;
- excellent structure and organization;
- integration of a range of relevant materials;
- evidence of wide reading;
- critical evaluation;
- lacks errors of any significant kind;
- shows some original connections of concepts and theories;
- contains reasoned argument and comes to a logical conclusion.

This answer does not demonstrate outstanding performance in terms of independence and originality.

79-84 OUTSTANDING

In addition to the above criteria, an outstanding answer will show frequent original treatment of material. Work at this level shows independence of judgement, exhibits sound critical thinking. It will frequently demonstrate characteristics such as imagination, originality and creativity.

This answer does not demonstrate exceptional performance in terms of insight and contribution to new knowledge.

85-100 EXTRAORDINARY

This answer is of a standard far in excess of what is expected of an undergraduate student. It will show frequent originality of thought, a sophisticated insight into the subject and make new connections between pieces of evidence beyond those presented in lectures. It demonstrates an ability to apply learning to new situations and to solve problems.

What differentiates a first class piece of work from one awarded an upper second is a greater lucidity, a greater independence of judgement, a greater depth of insight and degree of originality, more evidence of an ability to integrate material, and evidence of a greater breadth of reading and research.

---------- o ----------

Second Class, First Division II.1 60-69

An upper second class answer generally shows a sound understanding of both the basic principles and relevant details, supported by examples, which are demonstrably well understood, and which are presented in a coherent and logical fashion. The answer should be well presented, display some analytical ability and contain no major errors of omissions. Not necessarily excellent in any area.

Upper second class answers cover a wider band of students. Such answers are clearly highly competent and typically possess the following qualities:

- accurate and well-informed;
- comprehensive;
- well-organised and structured;
- evidence of reading;
- a sound grasp of basic principles;
- understanding of the relevant details;
- succinct and cogent presentation; and
- evaluation of material although these evaluations may be derivative.

One essential aspect of an upper second class answer is that is must have completely dealt with the question asked by the examiner. In questions:

- all the major issues and most of the minor issues must have been identified;
- the application of basic principles must be accurate and comprehensive; and
- there should be a conclusion that weighs up the pros and cons of the arguments.

---------- o ----------

Second Class. Second Division II.2 50-59

A substantially correct answer which shows an understanding of the basic principles. Lower second class answers display an acceptable level of competence, as indicated by the following qualities:

- generally accurate;

- an adequate answer to the question based largely on textbooks and lecture notes;
- clearly presentation; and
- no real development of arguments.

---------- o ----------

Third Class Honorss III 40-49

A basic understanding of the main issues if not necessarily coherently or correctly presented.

Third class answers demonstrate some knowledge of understanding of the general area but a third class answer tends to be weak in the following ways:

- descriptive only;
- does not answer the question directly;
- misses key points of information and interpretation
- contains serious inaccuracies;
- sparse coverage of material; and
- assertions not supported by argument or evidence.

---------- o ----------

Fail F1 30-39

Answers in the range usually contain some appropriate material (poorly organised) and some evidence that the student has attended lectures and done a bare minimum of reading. The characteristics of a fail grade include:

- misunderstanding of basic material;
- failure to answer the question set;
- totally inadequate information; and
- incoherent presentation.

---------- o ----------

Bad Fail F2 0-29

Answers in this range contain virtually no appropriate material and an inadequate understanding of basic concepts.

Reference and citation style

In order to maintain academic integrity in your module submissions in the Department of Sociology, please follow a 'Harvard' style, examples of which are given below.

Citation within the text: Please use the author, year: page method:

English perceptions integrate sexuality with blackness, the devil and the judgement of God who had originally created man not only 'Angelike' but 'white' (Jordan, 1974: 23).

If you are citing more than three lines, please indent your quotation. Otherwise, bracket quotations within single quotation marks, using double quotation marks for a quote within a quote.

Citing one author, more than one publication: (Walby, 1986; 1990).

Citing two publications for one author, in the same year: (Yuval-Davis, 1997a; 1997b)

Citing more than one author, one publication for each: (Rogers, 1980; Moore, 1988).

Citing co-authorship/editorship: (for two authors/editors: Donald and Rattansi, 1992; for more than two authors/editors: Modood et al, 1997).

Citations in the reference list:

List all works cited, alphabetically, at the end of your essay, under the heading 'References.' List authors' last names first (and quoting their initial or full first names).

Books list author's (or editor's) name, year of publication, title of book (in italics), place of publication, publishers:

Modood, Tariq. 1994. *Racial Equality: Colour, Culture and Justice*. London: Commission for Racial Equality.

Solomos, John and Les Back (eds.) 1999. *Theories of Race and Racism.* London: Routledge.

Chapters in books, list author's name, year of publication, title of chapter, in editor's name, title of book (in italics), place of publication, publisher:

McVeigh, Robbie. 1998. 'Theorising sedentarism: the roots of anti-nomadism,' in Paul Hainsworth (ed.) Divided Society: Ethnic Minorities and Racism in Northern Ireland. London: Pluto Press.

Articles in journals, list author's name, year of publication, title of paper, name of journal (in italics), vol / no: pp:

Pieterse, Jan Nederveen. 1997. 'Deconstructing/reconstructing ethnicity.' *Nations and Nationalism*, 3 / 3: 365-396.

Referencing online sources: In the text, cite an electronic document as you would any other document (using the author-date style). For the reference list: include the

URL for the article or for the journal's home page (if the article is available only by subscription or the URL is very long):

Ashe, D. D., & McCutcheon, L. E. (2001). Shyness, loneliness, and attitude toward celebrities. *Current Research in Social Psychology,* 6(9), 124–133. Retrieved July 3, 2001, from http://www.uiowa.edu/~grpproc/crisp/crisp.6.9.htm

NOTE: When you have retrieved an article from a newspaper's searchable Web site, give the URL for the site, not for the exact source:

Cary, B. 2001, June 18. Mentors of the mind. *Los Angeles Times*. Retrieved July 5, 2001, from http://www.latimes.com

Footnotes: Please keep footnotes to a minimum and do not use footnotes for referencing.

Using statistics: All statistics used in an essay must also be referenced.