

Museum Studies (Fall 2014) - General Outline and Marking Scheme

BIOLOGY 4610 FB

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Lab: CB 3017

Museum: CB 3016

General Information

The course requires a total of 60 hours of contributed work during the semester. Credit hours will comprise group meetings, practical museum projects and tasks, and preparation and delivery of the final oral presentation. The breakdown of hours are as follows:

Group meetings:	5 hours
Practical museum projects and tasks:	45 hours
Presentations:	10 hours

Group meetings: We will be meeting as a group periodically throughout the term to discuss museum-related topics, exchange information and experiences, and provide updates on the progress of your projects. Meetings will be held in CB 3017. In addition, you will be able to meet with me when needed for consultation or assistance with your projects and tasks. I will also be setting aside weekly office hours for Museum Studies students.

Practical museum projects and tasks: Each student will take on a large project, which will be their primary independent project for the semester. Projects and expectations will be discussed at the first group meeting. Some projects can be undertaken in pairs, with my permission, depending on the scope of the project. In addition, students will be expected to complete a number of smaller tasks as necessary to fill their credit hour requirements. There is a task board in CB 3016 where available extra tasks are listed. Workspace and materials for museum projects and tasks will be available in CB 3016. This room is generally kept locked; access can be provided upon request by me or Barb Barnes (CB 3014A). Practical museum projects and tasks can be completed at any time during the first 11 weeks of term, according to the students' schedule; however, sustained progress throughout the semester is expected. All students are also expected to participate in some fund-raising activities of their choosing.

Presentations: Students will prepare a 15-minute slide presentation (PowerPoint or Keynote) on a museum-related subject of their choice, which they will present to the

group at a meeting scheduled during the last two weeks of the semester (time and place to be determined). Potential topics will be discussed at the first group meeting, and could include a research interest associated with museums, a virtual museum tour, personal experiences with a project, new findings and techniques, and so on. Please discuss your presentation topic with me before you begin. All students are expected to attend the presentations and participate with questions.

Progress journal: Each student will also keep a progress journal of their Museum Studies activities, which indicates the hours spent on each activity on any given day and details of the activity. The journal will be handed in at the end of term.

Course webpage: Course resources and readings, instructional materials and videos, blank forms, useful links, and other museum-related items of interest are available on the D2L course webpage. Please become familiar with these materials.

Safety issues: Safety glasses must be worn when handling sharps; gloves must be worn when preparing or handling specimens. A lab coat is encouraged but not essential. Please keep CB 3016 tidy and free of hazards for the benefit of other students. A copy of the Museum Safety Manual is available in CB 3016 and CB 3017.

Marking Scheme

Practical museum projects and tasks (80%)

Independence and motivation	15%
Maintenance of good progress through term	10%
Efficiency of work	10%
Record-keeping and accessioning	10%
Attendance at scheduled meetings	5%
Quality of work	30%

Slide presentation (15%)

Organization	3%
Quality and clarity of content	5%
Knowledge of material	3%
Photos and figures	2%
Speaker	2%

Progress journal (5%)

Clarity and legibility	2%
Thoroughness	3%