



LEEDS
BECKETT
UNIVERSITY

Course Specification

MA Social History

Programme Code: MASHI

Applicants 2020/21

**Postgraduate Material Information
IMPORTANT INFORMATION FOR APPLICANTS**

Version date: July 2020

Postgraduate Material Course Information Summary

Revised Course Structure and Delivery Information for Academic Year 2020/21 in Response to Coronavirus Covid-19 and Associated Public Health England Guidance as at 3 July 2020

PART 1 of 2: Important General Information about Course Delivery for Leeds Beckett University Awards in 2020/21 (Information Specific to Your Course is Provided in PART 2)

Introduction

This document contains important information about Leeds Beckett University's planned approach to course delivery and assessment in 2020/21. It provides an update to the information previously available in our online prospectus. You should read this document carefully so that you are aware of any changes that affect your course.

Information is provided in two parts:

The University is informed by Public Health England (PHE) Covid-19 advice and guidance for maintaining a Covid-secure learning and working environment. We have made arrangements to continue to provide a high-quality educational experience in a way that protects the safety and wellbeing of both students and staff. We are engaging closely with Leeds Beckett Students' Union to inform the arrangements and will also be informed by feedback provided by our individual students.

Public Health England guidance continues to evolve, so the arrangements for delivery of your course and use of the campus may need to change during the academic year to continue to protect students and staff.

The taught content advertised at each level of study, or its equivalent, will be delivered across the academic year 2020/21. We have identified an appropriate mix of blended

learning – a mix of face-to-face, on-campus, online and digital content and teaching and learning for each subject, reflecting what will maximise learning as well as supporting more vulnerable learners and enabling the university as a whole to minimise transmission risk.

Covid-19 social distancing measures will be implemented during 2020/21 for teaching, learning, assessment and student support.

In the event of further government lockdowns, either local or national, we will prioritise digital and online learning and support to enable students to continue with their studies.

If there is an easing of Covid-19 restrictions, we will continue to provide blended delivery for teaching block 1 or semester 1 in 2020/21. We will keep teaching blocks 2 and 3 or semester 2 under review, informed by Public Health England advice. We may revert to different proportions of on-campus learning and online learning delivery later in the academic calendar year or a later teaching block. Learning will remain accessible for students who are unable to attend on campus sessions.

How we will communicate with you

We have sent information to applicants who have accepted an offer by email on the plans for delivery of your course in 2020/21, the academic calendar (teaching block delivery or alternative) applicable for your course and on the options available to you as a prospective student, to enable you to make informed choices.

As the situation evolves, further information on local course delivery arrangements will be provided to you in emails from your School.

In addition to the course specific information set out in this document and the above communications, the University's Covid-19 microsite contains information for students and applicants, including information relating to University accommodation and University facilities and services. The Covid-19 microsite is regularly reviewed and updated as the situation, advice and planning evolve and is available at:

<https://www.leedsbeckett.ac.uk/COVID19/#tabplaceholder2>.

Key terms and conditions

Further important information for applicants and students is available on our web site:

<https://www.leedsbeckett.ac.uk/information-for-applicants-and-students/>. This includes information about the student contract, fees and funding, your rights of cancellation, the student protection plan and the University complaints process. It is essential that you read the information on this webpage carefully as it sets out the rights and obligations that will form the contract between you and the University upon accepting an offer and information about how to make a complaint.

Start dates

Our academic year will begin at the normal time. Start dates will be notified to direct applicants via their offer letter or for UCAS applicants, via UCAS Track. The length of the course is confirmed in the information about your course in Part 2 of this document below.

Location of delivery

In academic year 2020/21, it is planned that your course will be delivered via a blend of online and digital learning and on-campus teaching and learning, with the necessary Covid-19 social distancing and other measures in place on campus informed by Public Health England advice and guidance.

Information on how blended teaching and learning will be delivered and the location of any on-campus delivery is provided in a subsequent section of this document entitled '**Teaching and Learning Activities**'.

Course Fees

Your course fee is stated in your offer letter. The course fee published for 2020/21 on the University's Online Prospectus and included in your offer letter has not changed. Other additional costs remain as published on our original Online Prospectus information in addition to the areas of costs outlined below.

The course will be delivered via a blended approach that includes online teaching and learning, digital learning and on campus sessions. If a further lockdown is necessary then delivery will be continued and supported via online and digital learning. Students are advised that they will need a personal digital device for this purpose. The University's wide range of student support services available for students also includes a laptop loans scheme. Students may wish to bring an existing personal device or purchase or lease a laptop or similar device for their personal use which would be an additional cost. The costs of this would vary depending on your individual requirements but can be in the region of £400-800 depending on the device.

The University is developing a means-tested Covid-19 Financial Assistance Package to support students to acquire a laptop should this be needed. Students may also apply for a living expenses fund for unexpected personal hardship as a result of the Covid-19 Crisis.

Students will need to follow the Public Health England advice and any specific national requirements for maintaining personal safety and hygiene to protect themselves and others from the Covid-19 risks. These personal safety measures such as the wearing of face coverings will be an additional cost that students need to consider.

Where PPE is an essential requirement for the nature of the course you are undertaking this will be detailed below.

Timetable Information

This course will be scheduled using a teaching block/semester-based delivery and will be specified in timetable information.

The 2020/21 academic calendar and term dates are available on our web site at:

<https://www.leedsbeckett.ac.uk/-/media/files/academic-calendars/2021-student-calendar-sept.pdf?la=en>

The academic year 2020/21 will start on the dates notified to you.

Taught sessions will normally be scheduled and included in your timetable. This will include on-campus sessions that you should attend. In 2020/21, depending on your course, this may also include scheduled online teaching and learning sessions where student engagement is required at a specified time and tutor pre-recorded lectures and scheduled discussion sessions. Module information will be made available online by the school for enrolled students.

Timetables will be made available to students during induction week via:

1. The Student Portal (MyBeckett)
2. The Leeds Beckett app

You should discuss any difficulties relating to your engagement with timetabled sessions with your Course Administrator.

Policies, Standards and Regulations (www.leedsbeckett.ac.uk/public-information)

Covid-19 social distancing measures will be in place for teaching, learning, assessment and student support in 2020/21. This means that there will be operational requirements and protocols in place for the way in which your course is delivered and the way in which University activities, facilities, and spaces operate which students and staff will need to follow.

In the event of further government lockdowns either local or national in response to Covid-19, we will prioritise digital and online learning and support to enable students to continue with their studies. We may need to implement approved emergency Covid-19 pandemic academic regulations to take account of the impact of Covid-19 general extenuating circumstances.

Professional Accreditation or Recognition Associated with the Course

We will prioritise face-to-face teaching and practical teaching to meet any requirements of relevant professional, statutory and regulatory bodies (PSRB) if your course includes these elements. This will ensure that your course retains its full professional status.

Specific information on applicable professional statutory or regulatory body recognition or requirements for your course is summarised below.

Teaching and Learning Activities

The way we will deliver this course and teaching, learning and assessment activities in 2020/21 will be informed by Public Health England advice and guidance on Covid-19 secure requirements and the need for social distancing for the protection of students and staff.

You will experience a blended approach to learning for 2020/21; this is a mix of face-to-face, on campus online, and digital content, teaching and learning.

We are working within the government 2 metre social distancing measures for Teaching Block 1 so we are not planning to deliver large-group teaching on campus throughout 2020/2021. This will ensure that maximum space will be available for small-group teaching.

In most cases, the taught content will also be available online so you can still access it if you are not able to attend campus due to the pandemic (for example, due to self-isolation, shielding or travel restrictions). There will be digital content and recorded lectures available online to support students who may be unable to travel to campus. In some circumstances, other formal taught sessions may also be recorded.

In the event of a further government lockdown in response to Covid-19, we will prioritise digital and online learning and support to enable students to continue with their studies and study towards achieving any specified professional statutory and regulatory body accreditation requirements where this applies.

If there is an easing of Covid-19 restrictions, we will continue to provide blended delivery for teaching block 1 or semester 1 in 2020/21. We will keep teaching blocks 2 and 3 or semester 2 under review, informed by Public Health England advice (see Introduction section above).

Further information on local course delivery arrangements will continue to be available from your School.

Students will be kept up to date with new information when this is available via this University web site.

Learning Support

Our approach to delivering student support in 2020/21

Given the planned social distancing measures in place on campus for 2020/21 to ensure safe delivery of services for students and staff, some of the arrangements for student support will be accessible online.

We are committed to ensuring you continue to have opportunities to access the learning and wellbeing support that you need over the forthcoming year. General learning spaces, including access to libraries, will be available to be booked online; and where specialist space is needed, this will either be provided: as normal; created in newly adapted spaces; or replicated as part of an enhanced suite of online resources.

We want to provide a safe environment for students and staff, so on-campus delivery of student support services will be limited. This may mean that campus-based school offices will operate within defined core office hours. However, full access to advice, learning support and specialist services will be delivered via telephone, email, video calls and online live chat. The Students' Union will also be implementing social distancing arrangements for student advice services.

Access to Library support in 2020/21

The Library offers access to thousands of resources via MyBeckett or the Library website (<http://libguides.leedsbeckett.ac.uk/home>) which also provides full details of all our services.

In response to Covid-19, and the need for social distancing for the protection of students and staff, the libraries will be available via a booking system in 2020/21 for students to study, access PCs and laptops, printer/ copiers, and other equipment, and to use the books and journals.

The Library and Student IT Advice Service is available by online chat, email or phone, and provides support on using the University's online and digital services, finding information, borrowing, Office 365, MyBeckett, online meetings, saving your work, passwords, etc.

- online (including 24/7 chat): http://libguides.leedsbeckett.ac.uk/contact_us
- by phone - 0113 812 1000 (24/7 IT support)

The Library Academic Support Team can help you develop your academic skills such as critical thinking, academic writing and analysing data, and research skills such as how to find, use and evaluate information for your studies. The team liaises with your lecturers to provide the information resources you need for your subject and to arrange academic skills sessions to support you in your studies. They also have a wide range of short tutorials available on the Library's YouTube channel:

<https://www.youtube.com/channel/UCFFd5u75zmy00EnkM9F2zPQ>

Support from your School

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to university specialist support services as appropriate. They can also arrange for a confirmation of attendance letter, and a transcript on your behalf. You may also like to contact your Course Representative or the Students' Union Advice team for additional support with course related questions.

Student Advice and Support

If you have any questions about life at our University in general, you may contact the Student Advice Hub to speak to one of our Student Services Advisers. This team, consisting of recent graduates, are able to support you throughout your time here. They will make sure you have access to and are aware of the support, specialist services, and opportunities our University provides. Our Student Advice Hub will be operating via live chat, video, telephone and email services. Telephone lines - 0113 812 3000 will open as usual 09.00-17.00 Mon-Fri. You can book an appointment via telephone or online video chat with an adviser via the link at: <https://www.leedsbeckett.ac.uk/studenthub/student-experience-team/>. This is where contact details for all specialist support services can also be found. You can also email the team at studentadvicehub@leedsbeckett.ac.uk.

Range of Support Services Available

There is a range of support for disabled or vulnerable students. Any student with a disability, who may or may not have declared this to the University and wishes to discuss their learning support for the year ahead or their status as a Covid-19 extremely vulnerable person, should contact their Disability Adviser for their School who is based in Student Services to discuss their support needs in the first instance. The service contact details are disabilityadvice@leedsbeckett.ac.uk or telephone 0113 812 5831. Students who are classed at Covid-19 Extremely Vulnerable (i.e. you have received a Shielding Letter from the NHS) but who do not regard themselves as disabled, and have not registered with the Disability Team, should discuss any support arrangements they may need, directly with their Course Director and if resident in halls, their Residential Life Team.

Once enrolled, you will have access to our virtual learning environment, MyBeckett. Within this system you will see two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The Support tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students' Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration. The Opportunities tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV, prepare for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.

You can also access details of all University student support teams at our web A-Z of Services. This can be found at <https://www.leedsbeckett.ac.uk/studenthub/student-support/>. Here you can obtain further information including service contact details, access self-help resources or book an appointment with a range of support services.

In order to provide you with information on student services support in 2020/21 in response to the changing Covid-19 position, updated information will be provided on our University Covid-19 microsite.

Part 2: Important Information Specific to MA Social History for Applicants 2020/21

Award	Master of Arts Social History
Contained Awards	Post Graduate Certificate Social History Post Graduate Diploma Social History
Awarding Body	Leeds Beckett University
Level of Qualification & Credits	Level 7 of the Framework for Higher Education Qualifications, with 180 credit points at Level 7 of the Higher Education Credit Framework for England

Course Lengths & Standard Timescales

The standard start date for Leeds Beckett University induction week is reproduced below and relates to the majority of students starting a course in September 2020. A proportion of courses have alternate start dates which are displayed on the online prospectus and additionally will be notified to the students concerned via the offer letter. Non-September starters will also have their start dates confirmed in their offer letters.

- 1 year (full time, campus based)
Starts 21st September 2020/ Ends September 2021
- 2 years (part time, campus based)
Starts 21st September 2020/ Ends September 2022

For more information about part-time delivery contact your school

Timetable Information

This course will be taught via teaching block delivery. Details of on campus and other scheduled sessions will be confirmed in your timetable.

Further information on learning and teaching activities and your modules is provided in a later section of this document.

Policies, Standards and Regulations (www.leedsbeckett.ac.uk/public-information)

There are no additional or non-standard regulations which relate to your course.

Key Contacts

Your Course Director	Dr Rachel Rich r.rich@leedsbeckett.ac.uk
Your Academic Advisor	Dr Henry Irving henry.irving@leedsbeckett.ac.uk
Your Course Administrator	Lindsay Trelford L.Trelford@leedsbeckett.ac.uk

Professional Accreditation or Recognition Associated with the Course

Professional Body	N/A
Accreditation/ Recognition Summary	N/A

Course Overview

Aims

The aims of the programme are to:

- a) Develop an understanding of contemporary approaches to the study of social history;
- b) Encourage critical engagement with theories, concepts, debates and interpretations in the field of social and cultural history;
- c) Develop knowledge of major themes and developments in social history since 1750;
- d) Support the evaluation and application of a range of current methods and methodologies for researching social history;
- e) Develop critical awareness of the variety of sources available, including archive sources and electronic sources and their appropriateness for specific types of historical study;
- f) Develop intellectual independence and undertake independent study.

Course Learning Outcomes

At the end of the course, students will be able to:

1	possess a systematic understanding of a body of historical knowledge, and a critical awareness of historical trends, processes and events;
2	appreciate and utilise comparative approaches, frameworks, methods and historical interpretations which reflect a range of history specialisms;
3	identify and evaluate appropriate questions, sources and methods for historical investigation; primary sources include not only textual sources but also visual and material evidence; ¹
4	critically engage with and apply the theoretical underpinnings and intellectual standing of history as a discipline and, where appropriate, demonstrate knowledge of cross-disciplinary influences and approaches;
5	effectively articulate ideas and participate in discussions and construct cogent and persuasive arguments both orally and in written form, supported by appropriate critical vocabularies and confident handling of scholarly referencing;
6	demonstrate intellectual independence, self-direction, appropriate research techniques and originality in tackling and solving problems, and act independently in planning, designing and implementing research, particularly in a sustained dissertation project.

Teaching and Learning Activities and Your Modules

Teaching and learning methods vary between modules in order to achieve the full range of the course's learning outcomes. Face-to-face and online sessions will include a variety of learning activities including document analysis; seminar discussion based on close reading; presentations; tutor-led introductory lectures; debate and group work. Teaching and learning methods, therefore, aim to enhance collaborative and group skills, as well as the abilities and initiative of the individual scholar. The course team recognises that a significant part of learning takes place outside taught sessions, in study undertaken by students individually and in groups. Each week students are expected to undertake directed reading and to engage in directed tasks, such as book searches and primary source analysis. The move to increasing levels of student independence is modified as the course progresses, with significant levels of support in 'Researching Cultures', in order to build up students'

¹ History is a discipline in which a very wide variety of sources might come into play; from written documents (printed and published or handwritten and private); to visual sources – paintings (landscapes, portraits, cityscapes, genre painting), political cartoons, adverts, sketches, postcards, photographs, maps; to databases (electronic) and archives (usually paper-based, but increasingly digital). Our programme aims to expose our students to the variety of source material and to train them in its evaluation, interpretation and other uses.

knowledge and confidence, and proportionately less in the Dissertation, when students are expected to demonstrate a substantial degree of personal initiative and decision-making.

The Dissertation module is made up of workshops and individual work with the guidance of a supervisor from within the teaching team. The workshop element of this module allows students to clarify ideas, benefit from staff expertise on methods and sources, and come to an understanding of the practicalities of independent research. It concludes with a written proposal on which students receive feedback before embarking on their independent study.

Teaching is delivered in three blocks of 10 weeks (with 7 weeks teaching, 1 week of assessment and 2 weeks of tutorials/workshops). Students study two 20 Credit modules (or equivalent) in each teaching block through a combination of: on-line, interactive tutor-led learning; webinars; and small group, face-to-face learning on campus at City Campus (NB learning materials will be available on-line if it is not possible for students to attend sessions on Campus). Dissertation workshops take place alongside the modules, after which students are assigned a supervisor and work independently on their dissertation over the summer. Students are also expected to do independent reading, research and preparation related to the modules they are studying.

Students are provided with guidance on the best ways to engage with all modes of teaching and learning, along with support to assist acquisition of academic knowledge and associated development of high-level skills. Engagement with each module studied during the three teaching blocks is expected, and students will encounter varied forms of assessment that are designed to demonstrate their academic progress.

Level 7	
Teaching Block 1	Core (Y/N)
Researching Cultures (weeks 8 to 14)	Y
Dissertation (weeks 16-17)	Y
Debating Documents of Life in 20 th Century History (weeks 8 to 14)	N
Teaching Block 2	Core (Y/N)
Dissertation (weeks 29-30)	Y
Journeys and Discoveries (weeks 21 to 27)	N

Level 7	
The Victorians in Italy (weeks 21 to 27)	N
Teaching Block 3	Core (Y/N)
Dissertation (weeks 42-43)	y
Food History in a Global World (weeks 31 to 32 and 36 to 40)	N
Fame (weeks 31 to 32 and 36 to 40)	N

Assessment Balance and Scheduled Learning and Teaching Activities by Level

The assessment balance and overall workload associated with this course are calculated from core modules and a sample of option module choices undertaken by a typical student. They have been reviewed and confirmed as representative by the Course Director.

A standard module equates to 200 notional learning hours, which may be comprised of teaching, learning and assessment, placement activities and independent study. Modules may have more than 1 component of assessment.

Assessment

The majority of your assessments on this Course is made up of course work, including traditional academic essays. As this is a postgraduate course, it is essential that you develop your core academic skills through researching for and writing essays. These are skills which you will extend and deepen in the writing of your MA dissertation. Other forms of assessment can include presentations, research posters, and other writing tasks.

Workload

Your work for the MA Social History will be made up of a large number of hours of independent study outside the classroom. Classroom hours will support and guide your learning, with much of the content of classroom discussion coming from the reading you will be expected to do in preparation. There are no work placements on this course, but students wishing to look for relevant work experience are encouraged to do so, and will be supported by our careers advisor in looking for opportunities.

Overall Workload	Level 7
Teaching, Learning and Assessment	156
Independent Study	1644

Placement	-
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Learning Support Arrangements

The MA Leader will welcome you to the course, and act as your Academic Advisor for the first half of the course. Once you are assigned a Dissertation Supervisor, they will take over as Academic Advisor. The Academic Advisor will be available to offer both pastoral and academic support throughout the year. Your Course Director will also be available by appointment, for phone or online consultation about any aspect of your course or student experience you may wish to discuss. For each of your modules, tutors will be available to support you and answer questions about the module content, as well as offering guidance

Social distancing and PPE are required to be adhered to in keeping with the government guidelines.