# Birkbeck
### UNIVERSITY OF LONDON

# PROGRAMME SPECIFICATION

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|---|---|
| Name, title and level of final qualification(s) | **Cert HE History and Archaeology** (Level 4) |
| Name and title of any exit qualification(s) | N/A |
| Awarding Body | University of London |
| Teaching Institution(s) | Birkbeck, University of London |
| Home school/other teaching departments | School of Historical Studies |
| Location of delivery | Central London |
| Language of delivery and assessment | English |
| Mode of study, length of study and normal start month | Part-time, 2-4 years |
| Professional, statutory or regulatory body | N/A |
| QAA subject benchmark group(s) Higher Education Credit Framework for England | N/A |
| UCAS code and URL | N/A |
| Birkbeck Course Code | UEHHIARC |
| HECoS Code | 100302 100299 |
| Start date of programme | Autumn 2012 |
| Date of programme approval | Summer 2012 |
| Date of last programme amendment approval | 16 Mar 2021 |
| Valid for academic entry year | 2023-24 |
| Programme Director | Dr Tim Reynolds |
| Date of last revision to document | 26/04/23 |

**Admissions requirements**

No formal qualifications are required. However all modules are taught at university level and you should be able to read, write and speak English fluently

**Course aims**

This introductory course in history and archaeology covers a range of historical periods, themes and regions. Our History and Archaeology Certificate of Higher Education is ideal if you need to know more about history and archaeology for work, or if you are preparing to undertake an undergraduate degree, or if you are just pursuing a passion for learning about the past. You will learn how to study the past through both texts and objects and how to use a range of evidence - from prehistoric pottery to Greek sculpture, and Roman coins to medieval manuscripts.

You will learn a variety of approaches, skills and historical methods, taught at the equivalent of first-year degree level. This certificate allows you to take the first steps towards a BA degree, working at your own pace and more flexibly than studying for a full degree.

Some modules are taught at London museums, archives and historic sites, giving you access to their rich collections.

**Course structure**

The programme provides free choice among available Certificate level 4 modules. Any mixture of topics is permitted, from the modules provided in relation to History and Archaeology. Students must accumulate 120 credits to complete the Certificate. Students take the 120 credits usually over 2 to 4 years.

| Level | Module Code | Module Title | Credit | Comp Core/ Option | Likely teaching term(s) |
|---|---|---|---|---|---|
| 4 | | Option 1 from list below | 30 | Option | T1, 2 or 3 |
| 4 | | Option 1 from list below | 30 | Option | T1, 2 or 3 |
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| 4 | | Option 1 from list below | 30 | Option | T1, 2 or 3 |
| **Indicative list of optional modules:** | | | | | |
| 4 | SSHC406S4 | Discovering Archaeology: From Field to Finds Room | 30 | Option | T1 |
| 4 | SSHC404S4 | The Ancient World | 30 | Option | T2 |
| 4 | SSHC413S4 | The Early Modern World, 1500-1800: Reformations and Revolutions | 30 | Option | T1 |
| 4 | SSHC409S4 | The Medieval World: From Constantine to the Khans | 30 | Option | T2 |
| 4 | SSHC411S4 | The Modern World | 30 | Option | T2 |
| 4 | SSHC299S4 | Introduction to Ancient Greek | 30 | Option | T1 & T2 |
| 4 | SSHC298S4 | Introduction to Latin | 30 | Option | T1 & T2 |
| 4 | SSHC323S4 | Intermediate Greek | 30 | Option | T1 & T2 |
| 4 | SSHC324S4 | Intermediate Latin | 30 | Option | T1 & T2 |

*Core:*          *Module must be taken and passed by student*
*Compulsory:*     *Module must be taken but can be considered for compensated credit (see CAS regulations paragraph 24)*
*Option:*        *Student can choose to take this module*

**How you will learn**

Your learning and teaching is organised to help you meet the learning outcomes (below) of the course. As a student, we expect you to be an active learner and to take responsibility for your learning, engaging with all of the material and sessions arranged for you.

Each course is divided into modules. You will find information on the virtual learning site (Moodle, see Academic Support below) about each of your modules, what to expect, the work you need to prepare, links to reading lists, information about how and when you will be assessed.

Your learning for this course will be organised around the activities outlined below.

Most modules on the Certificate are taught via a mixture of lecture and seminar, though some involve also a measure of practical work on archaeological materials, or fieldwork. On-line resources are used where appropriate.

**How we will assess you**

Assessment is used to enhance your learning rather than simply to test it. For most of the modules associated with this course, your assessment will normally be through written coursework assignments.

**Learning outcomes (what you can expect to achieve)**

'Learning outcomes' indicate what you should be able to know or do at the end of your course. Providing them helps you to understand what your teachers will expect and also the learning requirements upon which you will be assessed.

At the end of this course, you should be able to:

Subject Specific:

1) describe and apply basic concepts, debates and perspectives relevant to historical and/or archaeological study, and engage with a range of critical vocabularies needed to facilitate the study of specific subjects.

2) Describe the distinctive features of approaches to study in history and archaeology, and consider the value of interdisciplinary perspectives.

3) Identify how subject specific and interdisciplinary knowledge can be applied to explore the characteristics of different cultures and societies in the past.

Intellectual:

4) Critically analyse, evaluate and compare  primary and secondary sources in each of the subject areas

5) Evaluate the similarities and differences between approaches to study in the individual disciplines.

6) Tackle written assignments with confidence using a critical and analytical approach, and construct coherent and well structured arguments in oral and written forms

7) Formulate simple research questions, and identify sub tasks within a problem solving task, whilst identifying and accessing relevant information sources.

Practical:

8) Employ time management strategies to balance the demands of study with other aspects of life.

9) Recognise and employ the skills necessary to work in depth on specific topics, either independently or as part of a team.

10) Recognise and employ the skills necessary to complete written assignments

11) Recognise and employ the skills necessary to undertake oral presentations

Personal and Social:

12) Critically reflect on your learning experiences and styles

12)  Recognise the benefits of working in groups

13) Participate in small group discussion and debate by both listening and communicating their own ideas effectively; and present their ideas to their peer group in the form of a short presentation.

14) Communicate ideas effectively in written formats.

15)  Understand the demands made by higher education study, and identify possible routes of progression from the award onto further study.

### Careers and further study

Graduates in history and archaeology can pursue careers in research, education or archaeology. Possible professions include:

- journalist
- archivist
- museum/gallery curator
- higher education lecturer.

Birkbeck offers a range of careers support to its students. You can find out more on the careers pages of our website.

### Academic regulations and course management

Birkbeck's academic regulations are contained in its Common Award Scheme Regulations and Policies published by year of application on the Birkbeck website.

You will have access to a course handbook on Moodle and this will outline how your course is managed, including who to contact if you have any questions about your module or course.

### Support for your study

Your learning at Birkbeck is supported by your teaching team and other resources and people in the College there to help you with your study. Birkbeck uses a virtual learning environment called Moodle and each course has a dedicated Moodle page and there are further Moodle sites for each of your modules. This will include your course handbook.

Birkbeck will introduce you to the Library and IT support, how to access materials online, including using Moodle, and provide you with an orientation which includes an online Moodle module to guide you through all of the support available. You will also be allocated a personal tutor and provided with information about learning support offered within your School and by the College.

[Please check our website for more information about student support services.](#) This covers the whole of your time as a student with us including learning support and support for your wellbeing.

**Quality and standards at Birkbeck**

Birkbeck's courses are subject to our quality assurance procedures. This means that new courses must follow our design principles and meet the requirements of our academic regulations. Each new course or module is subject to a course approval process where the proposal is scrutinised by subject specialists, quality professionals and external representatives to ensure that it will offer an excellent student experience and meet the expectation of regulatory and other professional bodies.

You will be invited to participate in an online survey for each module you take. We take these surveys seriously and they are considered by the course team to develop both modules and the overall courses. Please take the time to complete any surveys you are sent as a student.

We conduct an annual process of reviewing our portfolio of courses which analyses student achievement, equality data and includes an action plan for each department to identify ongoing enhancements to our education, including changes made as a result of student feedback.

Our periodic review process is a regular check (usually every four years) on the courses by department with a specialist team including students.

Each course will have an external examiner associated with it who produces an annual report and any recommendations. Students can read the most recent external examiner reports on the course Moodle pages. Our courses are all subject to Birkbeck Baseline Standards for our Moodle module information. This supports the accessibility of our education including expectations of what information is provided online for students.