

MSc in Genealogical, Palaeographic and Heraldic Studies (full time)

Appendix VI: Timetables 2017-2018

MSc Total 180 SM Credits 1800 hours 18 x 10 SM credits

Notes The course is ONLINE ONLY and uses the Strathclyde VLE called MyPlace. There is considerable emphasis on professional practice

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| M1 Professional practice and methodologies 1 (LL927) | M3 Repositories, geography and administration 1 (LL945) | M5 Property, law and inheritance 1 (LL944) |
| M2 Civil and church records 1 (LL943) | M4 Family history studies and overseas records 1 (LL915) | M6 Heraldry and Latin 1 (LL942) |

Term 1 Starts Monday 11 Sep 2017 – NOTE: University closed Mon 25 Sept 2017. There will be an optional online induction period which will focus on the use of MyPlace (the University's virtual learning environment) beginning 04 September 2017.

| SESSION | Materials and Release dates | | | | | | | Tutorial Day | Assignments Due | |
|--------------|------------------------------|----------------------|---|---|---|--|---|---|--|----------------------------------|
| M1 C1 | Introduction | Monday 11 Sep | C0 Welcome and admin. Course introduction, IT, e-mail and MyPlace (VLE) | C1.1 Aims and objectives of genealogical research | C1.2 Ethics, standards and professional practice | C1.3 Analysis of evidence / evidence of absence | C1.4 Search strategies (incorporating Soundex & NameX) | C1.5 Palaeography 1 | Fri 15 Sep Fri 22 Sep | C1A Mon 18 Sep |
| M1 C2 | Genealogical practice | Mon 18 Sep | C2.1 Gathering family information | C2.2 Recording genealogical data; producing reports and charts | C2.3 Referencing, record keeping and indexing | C2.4 Genealogy software | C2.5 Client reports | C2.6 Business practice/Professional bodies | Fri 29 Sep | C2A Tues 26 Oct |

A1 – First Assessment due by Mon 02 Oct 2017– Construction of various genealogical reports (released 18 September)

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|--------------|---|--------------------|--|--|---|--|---|--|-------------------|---------------------------------|
| M2 C3 | Civil records and census substitutes | Tues 26 Sep | C3.1 UK censuses before and after 1841 (except Ireland) | C3.2 Census substitutes | C3.3 Statutory registration in Scotland | C3.4 Using Statutory Civil Registers (SRs) (Scotland) | C3.5 Civil registration in England and Wales | C3.6 Using English and Welsh civil registration records | Fri 06 Oct | C3A Mon 10 Oct |
| M2 C4 | Church records | Mon 09 Oct | C4.1 Old Parish Records in Scotland | C4.2 Records of other Scottish churches | C4.3 Using church records in England and Wales | C4.4 Death records (Burial records and Monumental Inscriptions) | | | Fri 13 Oct | C4A Mon 16 Oct |

A2 – Second Assessment due by Mon 16 Oct 2017– A 4-generation ancestor study (released 02 October)

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| M3 C5 | Searching and repositories | Mon 16 Oct | C5.1 Catalogues, genealogical literature and journals | | C5.2 Using archives (including Scottish, English and private and family archives) | | C5.3 Copyright law, freedom of information and data protection laws | | Fri 20 Oct | Mon 23 Oct |
| M3 C6 | Administrative and commercial organisation | Mon 23 Oct | C6.1 Local government, burghs and counties | C6.2 Maps (incorporating tithe maps and apportionments) | C6.3 Burghs, burgesses and guilds in Scotland and England | | C6.4 Money & coinage, weight & measure | C6.5 Dates and calendars | Fri 27 Oct | Mon 30 Oct |

A3 – Third Assessment due by Mon 30 Oct 2017– A 4-generation descendant study (released 16 October)

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|--------------|--|-------------------|---|---|--|--------------------------------------|---------------------------------|---------------------------------|-------------------|-------------------|
| M4 C7 | Personal records | Mon 30 Oct | C7.1 Education & occupations | C7.2 Armed forces | C7.3 Local directories, newspaper archives, photographic archives | C7.4 Surnames | C7.5 Genetic genealogy 1 | C7.6 Genetic genealogy 2 | Fri 03 Nov | Mon 06 Nov |
| M4 C8 | Social organisation; overseas records | Mon 06 Nov | C8.1 Feudalism, nobility and landed gentry | C8.2 Demography, family origins, social framework, class distinction, family and community studies | C8.3 Irish records | C8.4 Emigration / immigration | C8.5 USA sources | C8.6 Canadian sources | Fri 10 Nov | Mon 13 Nov |

A4 – Fourth Assessment due by Mon 13 Nov 2017– A narrative report (released 30 October)

Optional archive visits in Edinburgh and Glasgow: 20-21 November 2017

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|---------------|------------------------------------|-------------------|---|--|--|---|---|--|-------------------|-------------------|
| M5 C9 | Property and law - England | Mon 13 Nov | C9.1 Palaeography 2 | C9.2 Wills and inheritance: England and Wales | C9.3 Land records in England and Wales | C9.4 Ecclesiastical law in England | C9.5 Other English records, charters, etc. | | Fri 17 Nov | Mon 20 Nov |
| M5 C10 | Property and law - Scotland | Mon 20 Nov | C10.1 Landholding and land records in Scotland | C10.2 Courts and legal systems in Scotland | C10.3 Wills, testaments and inventories in Scotland | C10.4 Other Scottish documents and Legal Scots | | | Fri 24 Nov | Mon 27 Nov |

A5 – Fifth Assessment due by Mon 27 Nov 2017– A transcription/palaeography/inheritance of land exercise (released 13 November)

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|---------------|-------------------------------|-------------------|--|--|--|--|--|--|-------------------|-------------------|
| M6 C11 | Latin and palaeography | Mon 27 Nov | C11.1 Genealogical and historical context, origins and intentions of heraldry | | C11.2 Heraldic devices, composition and law | | C11.3 Heraldic registers and visitations; heraldic literature | | Fri 01 Dec | Mon 04 Dec |
| M6 C12 | Heraldry | Mon 04 Dec | C12.1 Latin for genealogy and family history | | C12.2 Latin translation for real | | C12.3 Palaeography 3 | | Fri 08 Dec | Mon 11 Dec |

A6 – Sixth Assessment due by Mon 18 Dec 2017 – An options exercise: client study/palaeography/heraldry (released 20 November)

Learning Log due by Tue 19 Dec 2017

NOTE: Term one ends 18th December, the University closes Saturday 23 December 2017, reopens Thursday 04 January 2018

This timetable is subject to change.

Term 2: starts Thursday 04 January 2018

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| M1 (LL914) | Methods of Professional Enquiry is a University requirement for those undertaking postgraduate study. This Unit provides practical skills in record keeping, analysis of evidence, and professional ethics, standards and practice. Each session has Assignments, which are milestones towards the Dissertation. |
| M2 (LL925) | There are seven tutorial topics, each of which has an Assignment. In addition, a learning log must be completed and submitted. |
| M3 (LL913) | This module concerns itself with the understanding, transcription and (occasionally) translation of important classes of older documents. There are five Études. The Area Étude could be a parish, registration district, street, village, etc, across time or a focus on an aspect of ancestral tourism; the House/Building Étude could be an occupied building of any sort, across time, in any location chosen; the Migration Étude is an emigration/immigration study, chosen from Irish, U.S., Canada, British Empire, Australian, NZ, European, Jewish or other sources, by agreement with the Tutor. The Client Family Étude involves finding a "client" for whom you will construct a professional Family Report. The others are set Document Études. |

Note that materials are typically available on a Friday, to be discussed at Tutorial every other Friday, assignments for submission on a Monday.

| SESSION | Materials and Release dates | | | Milestones | Tutorial Days |
|-----------|---|--|--|---|-----------------|
| | M1 Methods of professional enquiry LL914 All released on or before Thur 04 Jan | M2 Genealogy, heraldry and social history 2 (LL925) - Tutorial topics | M3 Documents, palaeography and research studies 2 (LL946) | | |
| D1 | Archive administration Discuss Fri 12 Jan Archive assign + M1-1.4A due Mon 15 Jan | Heraldry/mediaeval genealogy Released Thurs 04 Jan 2018 Due Mon 22Jan | Introduction to Études and documents Released Thurs 04 Jan (no assignment) | | Fri 12 Jan 2018 |
| D2 | Session M1.1 Getting started Discuss Dissertation Topics Fri 26 Jan | Genetic genealogy Released Fri 12 Jan Due Mon 05 Feb | Document Étude 1 (Scottish) [This is a group project] Released Thur 04 Jan Due Mon 29 Jan | Brief Research Proposal (500 words) Submit Mon 22 Jan | Fri 26 Jan |
| D3 | Session M1.2 Locating your enquiry within existing knowledge Discuss Fri 09 Feb M1 2.2 + 2.3A due Mon 19 Feb | Irish records in depth Released Fri 19 Jan Due Mon 12 Feb | Area or House/building Étude Released Thur 04 Jan Due Mon 12 Feb | | Fri 09 Feb |
| D4 | Session M1.3 Collecting evidence Discuss Fri 23 Feb | U.S. and Canada sources Released Fri 26 Jan Due Mon 19-Feb | Document Étude 2 (English) project Released Mon 06 Feb Due Mon 26-Feb | | Fri 23 Feb |
| D5 | Session M1.4 Making sense of the evidence Discuss Fri 09 Mar | British Empire sources Released Fri 09 Feb Due Mon 05 Mar | Client Family Étude Released Thurs 04 Jan Due Mon 19 Mar | Submit Research Plan & Ethics Form (1500 wds) Submit Mon 12 Mar | Fri 09 Mar |
| D6 | Session M1.5 An emergency guide to doing your Dissertation Discuss Fri 23 Mar M1 4.2A due Mon 23 Apr | Australian and NZ sources Released Fri 23 Feb Due Mon 19 Mar | Migration Étude Released Thur 04 Jan Due Mon 02 April | Personal Professional Development Plan Submit Mon 23 Apr | Fri 23 Mar |
| D7 | | European, Jewish sources Released Fri 02 Mar Due Mon 02 April | | Learning log Submit Fri 06 Apr | |
| | University Closed 30 Mar-02 April 2018 | Spring break 02-15 April 2018 | | | |

This timetable is subject to change

MSc in Genealogical, Palaeographic and Heraldic Studies 2017-18 – This tier of the MSc is worth 60 SM credits (600 hours) on its own. This starts in Term 3 (Mon 16 Apr 2018) but there are “Milestones” within Term 2. The major submission is the Dissertation itself (12,000-16,000) words plus a consolidated learning log, both to be submitted in late July but with mileposts to reach along the way. There is online tutor guidance on academic writing, study and research skills, etc.

Where Mondays and Fridays are public holidays, this has been taken into account.

Who Do You Think You Are Live. NEC Birmingham: TBA April 2018

| MSc SUBMISSION DATES | | | This timetable is subject to change |
|--|----------------|---|--|
| All materials released during Term 2 | Due dates | Tutorial Days in Term 3 | |
| Brief research proposal (500) words | Mon 22Jan 2018 | Not all of these tutorial days may be required. | Some tutorials may be one to one sessions. |
| Research plan (1500 words) | Mon 12 Mar | | |
| Term 3 starts | Mon 16 Apr | Fri 22 Apr 2018 | |
| Personal professional development plan | Mon 23 Apr | Fri 27 Apr | |
| | | Fri 04 May | |
| | | Fri 11 May | |
| Draft literature review | Mon 14 May | Fri 18 May | |
| | | Fri 25 May | |
| | | Fri 01 Jun | |
| | | Fri 08 Jun | |
| Interim report | Mon 11 Jun | Fri 15 Jun | |
| | | Fri 22 Jun | |
| | | Fri 29 Jun | |
| | | Fri 06 Jul | |
| Optional submission of dissertation outline and/or draft chapters (up to 2 further chapters beyond the lit. review) as these are written, but no later than the indicated date here... | Mon 25 Jun | Fri 27 Jul | NOTE: University is closed 13-16 July |
| Dissertation (12,000-16,000 words) | Mon 30 July | | |
| Dissertation submission form | Mon 30 July | | |
| Record of contacts (supervision log) | Fri 03 Aug | | |
| Learning log | Fri 03 Aug | | |
| Examinations Board meets | ca. early Sept | | |
| Marks to Examinations Office | ca. early Sept | | |
| Results announced | ca. mid-Sept | | |
| Graduation Enrolment deadline (approx) | Mid Sep | | |
| Graduation (approx) | Early-mid Nov | | |