GEOGRAPHY

PROGRAMME HANDBOOK

2016-17

Contains programme details only.
For all protocols and regulations, see the DGSD UG Handbook
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Section A: General programme information

INFORMATION IN HANDBOOKS

Please note: This handbook contains information about the structure and delivery of the Geography degree (at both sub-honours and honours levels). The Department of Geography and Sustainable Development (hereafter DGSD) delivers two undergraduate programmes. These are both administered using a common set of protocols and regulations. Details of all these protocols are to be found in the DGSD Undergraduate Handbook. You will need to familiarize yourself with them in order to progress through your degree.

AIMS & LEARNING OUTCOMES OF THE GEOGRAPHY PROGRAMME

Geography is a unique discipline in the way it bridges the social sciences and natural sciences, and thus involves study in physical, environmental and human geography. This programme promotes specialist study in specific areas of the discipline while maintaining an appreciation of the integrated nature of human and physical systems, and social and bio-physical processes. This concern with the integrated nature of geography is stressed at sub-Honours level. Geography degrees involve research-orientated, problem-based learning, and foster rigour in the intellectual investigation and resolution of questions and problems. Geography provides an ideal framework for relating to other fields of knowledge, and trained geographers often contribute substantially to the applied management of resources and environments.

Distinctive features of the Geography degree programme include:

(a) Geography's unique role as a discipline that provides an integrated study of the earth’s landscapes, peoples, places and environments;

(b) A discipline, which bridges the social sciences (human geography, with its focus on social processes) and the natural sciences (physical and environmental geography, with their focus on physical systems and human-environmental interactions). In short, geography deals with the interactions between society and environment, and between physical and human landscapes;

(c) The study of such processes, systems and interactions from a variety of analytical approaches (fieldwork, laboratory and classroom), and with self-directed and independent study;

(d) The possibility of specialising in human, environmental or physical geography, and studying issues of significant social and environmental concern, at higher levels of study. Students can expect to have the opportunity to engage with a number of specialist topics including, for example, culture, development, population and urban geographies; environmental management; oceans, weather and climate; and fluvial, glacial and Quaternary environments.

The Geography programme cultivates a desire to pursue learning with curiosity, integrity, tolerance and intellectual rigour. Students can expect to have the opportunity to develop the skills and attributes outlined below.
Learning outcomes

Academic Skills

- Ability to construct a coherent argument or debate
- Ability to create a hypothesis and appreciate how hypotheses relate to broader theories
- Ability to evaluate hypotheses, theories, methods and evidence within their proper contexts
- Ability to reason from the particular to the general
- Ability to solve complex problems by critical understanding, analysis and synthesis
- Capacity for close analysis of visual material and comparative analysis
- Capacity for close textual analysis and comparative analysis
- Clarity of expression
- Creativity and originality
- Curiosity and an enquiring mind
- Deductive reasoning
- Direct engagement with current research and developments in the subject
- Discipline-specific technical abilities
- Engagement with both primary and secondary material and an appreciation of the differences between them

Independence of thought

- Informatics
- Logical processing of information
- Numeracy
- Quantitative and qualitative methods of analysis.
- Sophisticated use of a range of resources appropriate to the task at hand.

Achievement Orientation

- Identification of goals
- Planning and strategy
- Taking responsibility
- Objectives orientation; focus on goals
- Adaptability in response to developments and feedback
- Delivery of outcomes to time and scale demands
- Self-motivation and independence
- Self-reflection

Communication Skills

- Oral presentations
- History taking
- Listening
- Rapport building
- Visual presentations
- Web / electronic presentations
- Written material

Team Working

- Active engagement
- Collective responsibility
- Initiative
- Leadership
FINANCIAL MANAGEMENT DURING YOUR DEGREE

We appreciate that many students face financial difficulties whilst attending University. The Department does its best to ease that burden by providing many materials free of charge, and by subsidising field courses as far as resources allow. However, as stressed in the DGSD Undergraduate Handbook, there are unavoidable costs associated with the Geography programme, and you should budget for these.

Notably, Single and Major Honours students taking SG3201 or SG3203 are required to attend an overseas field class, which takes place in the middle or the end of Semester 2 of their JH year. The Department subsidises the cost of this course, but you should budget for around £400-500 as your share of the cost, plus an additional sum for your personal use while in the field. Some Honours Options Modules also include short field visits and will require a modest payment for transport & subsistence. The Department operates a hardship fund to assist those students who have real financial difficulty in meeting the cost of the obligatory overseas fieldtrip. The evaluation of need is undertaken by Student Support Services, who then advise the Department. Students wishing to avail themselves of this should contact the Programme Coordinator in the first instance.

Honours students should also budget for costs that will be incurred during the research process for your dissertation. The Department does not have the resources to subsidise dissertation fieldwork directly and is unable to cover associated travel or residential costs, although it can help with equipment and facilities. Nor can it cover the costs of producing copies of your dissertation. (Those who undertake a dissertation in human geography are eligible to apply for the Dorothy McKinney Fieldwork Awards.) Students have a huge choice in the location and methods of their research. First class dissertations have been written on students’ hometowns (e.g. Edinburgh) and poor dissertations have been written on some very exotic locations, and vice versa. Finance may dictate your choice of study location and/or you might wish to seek to win funding or earn cash to finance a more expensive programme of research by planning ahead from the start of Semester 1 of JH. Regardless of location, all research projects will bear a cost in terms of materials used (e.g. printing of questionnaires, camping at the field site etc.) and in terms of the production of the dissertation. One copy of your dissertation becomes the property of the Department (we keep all first class and 2:1 dissertations, and others may be collected after graduation). You may want to budget for additional copies for family and/or agents and agencies that helped you do the work. Multiple copying and binding alone may cost upwards of £100.
Section B: Information specific to 1st & 2nd Year Geography

GENERAL INFORMATION

The Sub-Honours Geography programme consists of four inter-linked modules: GG1001 & GG1002 at 1st Year, and GG2011 & GG2012 at 2nd Year. Full details are provided in the module handbooks each semester. Each year has a dedicated coordinator & email address, as follows:

1st Year: Dr. Matt Sothern email: geog1000
2nd Year: Dr. David McCollum email: gg2000

If you have any questions, problems or enquiries about your studies in the Sub-Honours programme, please address them to the relevant year coordinator. Dr Matt Sothern is the Departmental Director of Teaching and has overall responsibility for the Geography and Sustainable Development programmes. Please use to following email address to contact Dr Sothern concerning teaching matters: ggdot@st-andrews.ac.ukYou can raise issues about the Sub-Honours programme directly with Dr Sothern, with lecturing staff teaching on the modules, or via your elected student representatives and the Staff Student Consultative Committee. Key contacts are listed at the beginning of the DGSD Undergraduate Handbook and also on the Departmental website. As far as possible, you should arrange to see staff during one of their designated ‘office hours’.

Students receive online access to the handbook for each Sub-Honours Geography module, which sets out the module’s aims and intended learning outcomes, outlines the material to be covered, offers guidance on reading, detailed information on assessment and deadlines, etcetera. The work of the Sub-Honours modules in Geography involves lectures, project groups, practical classes, field work, seminars, personal study and examinations. Before attending your first tutorial, you might like to read the section on Reading and Study Skills at the end of the DGSD Undergraduate Handbook.

If you feel you have a problem with your studies, please contact your module coordinator (see above). If you feel you would prefer to speak with someone outside the Department, you should contact the Advice & Support Centre <theasc> who will provide confidential assistance.

Geography information: the ‘virtual office’: a useful site for Geography information is the Moodle ‘virtual office’ site called: “GGADMIN Virtual Office 1 - students”. This is a site that all staff and students in Geography can view. It is our ‘virtual office’, available 24-7. It is used for the communication and storage of useful information. Go to the list of modules on Moodle – ‘virtual office’ is close to the end.

AIMS AND LEARNING OUTCOMES OF SUB-HONOURS GEOGRAPHY

The aims of the first two years of Geography are to:

- Impart the staff’s enthusiasm for geography and encourage students to learn more about physical and human landscapes, and society-environment interactions.
- Introduce students to the fundamental principles of human, environmental and physical geography, and thus provide a foundation for more advanced study in geography.
• Encourage effective study and active learning through a variety of project, field, laboratory, classroom and library activities.
• To develop a number of transferable skills that will serve students throughout their university careers and beyond.

Teaching and learning is organised so that students can demonstrate their increasing knowledge and understanding of Geography through the completion of a series of evaluative assessments. Students who perform well in the programme will:
• Have developed a clear appreciation of the principles of Geography and their relevance to understanding the world through a programme of lectures, groupwork and feedback groups.
• Be able to undertake the collection and analysis of data as a result of training in fieldwork and related laboratory exercises.
• Have a clear understanding of the most effective ways to present ideas and data as a result of essay writing and oral presentations.
• Have developed their interpersonal and group work skills through teamwork.

READING MATERIAL

Books and other readings that students need in order to complete the Sub-Honours Geography modules can be found in the University Library. The ‘short-loan’ collection contains books and other readings, which are heavily used. These can be borrowed, usually, for up to three hours at a time or over a weekend; there is an on-line reservation system. Please note: it is important that you do not leave reading for essays or examinations until the last minute. To ensure access to reading material, spread your reading as much as possible across the semester (i.e. do some each day or week); and be sure to take effective notes (so you don’t have to keep returning to things you’ve read).

Undergraduates are registered automatically with the Library when they matriculate each academic year. A University ID card, which has an individual Library borrower number on the reverse, is given out upon matriculation. Once in possession of a valid ID card, you are able to start borrowing Library material.

Instructions on how to use the library are provided by the Library and the Librarians will help with inquiries. For more information on the Library see: http://www.st-andrews.ac.uk/library/.

The Library is stocked with a wide range of textbooks in human, environmental and physical geography – many of which have been published recently. In addition, we recommend five books as general guides to your study, particularly at Honours level. They will help you to develop an appreciation for the discipline as a whole. Copies of them are available in the Library, and can be purchased at the University bookstore:

ISSUES RELATED TO ASSESSMENT AND THE SUBMISSION OF WORK

(Sub-honours)

Modes assessment

Sub-honours modules contain a range of assessment tasks, and different forms of assessment emphasise different marking features. For example:

- **Practicals and class tests**: comprehension of material and analytical ability.
- **Essays and project reports**: selection, structuring and organisation of material from several sources; critical judgement; lucid presentation; use of pertinent examples.
- **Exams**: understanding of topic based on lecture material and reading; ability to structure a coherent answer; critical judgement in selection of relevant material and use of reading.

Submission of Coursework

There is a standard procedure for submitting course work across all modules and programmes in DGSD. Please refer to the DGSD UG handbook – and comply with instructions given there.

Problems meeting submission deadlines, completing work, or producing work to the best of your ability

Students facing genuine difficulties will be accommodated by the DGSD. Please refer to the DGSD UG handbook for further information. Two entries are of relevance to students facing difficulties with submission of work: (1) “Extensions to submission deadlines”, (2) “Deferred Assessment”.

Grade-related criteria (GRCs) for sub Honours work

The DGSD employs a series of common GRC for all pieces of assessed work. The GRCs used for Sub-honours work are slightly different from those used for honours work, reflecting the standards expected of students at different levels. The main GRC used for most written work are published in the DGSD UG handbook, as are those used for work based on statistical tests. Where criteria differ (in order to better reflect the learning objectives of a given module), bespoke GRCs will be published in the relevant module handbook. DGSD policy is that students should be given both a grade and a written explanation of that grade.

Work is returned to students using a grade on the University 20-point scale. Please refer to the explanation of this scale under ‘Grade-Related Criteria’ (GRC) in the DGSD Undergraduate Handbook, and also see the University’s statement about marks, grades, degree classification, and the 20-point scale at: [http://www.st-andrews.ac.uk/staff/teaching/examinationsSCALE/](http://www.st-andrews.ac.uk/staff/teaching/examinationsSCALE/)
Penalties
All required continuous assessment work must be completed (i.e. tests undertaken, oral presentations delivered, posters presented and written work submitted) on the appointed day and at the appointed time. All submitted work must comply with “the general standards for submitted work”. All submitted work must conform to the word limits specified in any given module for a given piece of work. Note: DGSD does not operate the ‘10% leeway’ rule that prevails in some other Schools. For information on deadlines and word length – please see the relevant module handbook. For full information about penalties for lateness, presentation and over length work – please see the DGSD UG handbook.

Feedback on coursework and exam performance
You are entitled to receive routine feedback on any work that you have submitted. Feedback will give you advice to help you improve your learning and future performance. For full details on the feedback policy see DGSD UG handbook.

ENTRY INTO DGSD HONOURS PROGRAMMES
For all information on Progression please see the Programme Requirements in the University’s Course Catalogue. https://www.st-andrews.ac.uk/progspecs/ The DGSD operates an uniform entry to honours system that is compliant with the University’s general policy. http://www.st-andrews.ac.uk/media/teaching-and-learning/policies/HonsEntry.pdf for details of the DGSD policy – see the DGSD UG Handbook for details. The policy on requests for review of entry to honours can be found here http://www.st-andrews.ac.uk/media/teaching-and-learning/policies/honsreviewprocess.pdf

PRIZES FOR SUB-HONOURS STUDENTS
In order to reward its best students, Geography offers the following prizes, which are awarded to outstanding students. These prizes are of only limited financial value but they carry considerable kudos. Their value lies in their currency as an achievement to cite in CVs and at job interviews.

The Class Medal
A medal may be awarded to the best student in both the first year and second year.

Graduate’s Prize
Awarded each year to a student of merit who has completed the first or second year modules.

The George Cumming Memorial Prize
Awarded to a student of merit in any year of study in the department, in memory of the first head of the Department of Geography, who died in office in 1954.

McIver Award
The McIver Award is an annual award made to a student or students of Geography at St Andrews to support innovative field or library-based research. The award is designed to provide part support for travel and/or accommodation. The only restriction is that the intended programme of work must not be part of an assessed assignment.

Deans’ List
These are annual awards for academic excellence, promoted by the four Deans of the University. Undergraduate students who achieve an outstanding overall result in the course of an academic year have their names inscribed on the Deans’ List, an honour
which also appears on your University transcript. The criteria for the award are strict. Only students taking no fewer than 120 credits counting towards an approved degree programme over the course of an academic year will be eligible and all credits have to be taken within the four Faculties of the University of St Andrews. Study abroad is excluded from the scheme, although incoming students from other Universities will be eligible, provided they meet all other criteria.

Any student who meets all the criteria and who obtains a credit-weighted mean grade of 16.5 or above for the year will be recorded on the Deans’ List. The rules are adapted for part-time students, who must achieve the minimum credit-weighted mean of 16.5 in 120 credits taken part-time over no more than three academic sessions. Full details of all the criteria and conditions for the Deans’ List are available at:

http://www.st-andrews.ac.uk/schools/contacts/prodeans/deanslist/
**Section C: Information specific to Honours**

### SINGLE HONOURS GEOGRAPHY

**The structure & content of the Honours programme**

The Geography Honours programme comprises a mix of core training modules, optional modules, electives and a major piece of independent research leading to a dissertation. Core modules and electives, comprising about half of the Honours course, are designed to equip you with all the skills you need to complete the programme, to produce an excellent dissertation, and to be a highly employable graduate. Other degree credits come from option modules (on a wide range of topics). The following summary diagram illustrates the structure:

<table>
<thead>
<tr>
<th>Programme for SINGLE Honours (240 credits)</th>
<th>Electives (two from five):</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester 1</strong></td>
<td></td>
</tr>
<tr>
<td>JH</td>
<td>SG4221</td>
</tr>
<tr>
<td>Option GG32XX OR SG3XXX</td>
<td>Review Essay in Geography</td>
</tr>
<tr>
<td>20 credits</td>
<td>(Allows access to an additional option module)</td>
</tr>
<tr>
<td>SH</td>
<td>SG4222</td>
</tr>
<tr>
<td>Elective 1</td>
<td>Geographies of Difference: Advanced Qualitative Analysis</td>
</tr>
<tr>
<td>SG422X</td>
<td></td>
</tr>
<tr>
<td>20 credits</td>
<td></td>
</tr>
<tr>
<td>Option GG32XX OR SG3XXX</td>
<td></td>
</tr>
<tr>
<td>20 credits</td>
<td></td>
</tr>
<tr>
<td>SH</td>
<td>SG4223</td>
</tr>
<tr>
<td>Elective 2</td>
<td>Geographies of Inequality: Advanced Quantitative Analysis</td>
</tr>
<tr>
<td>SG422X</td>
<td></td>
</tr>
<tr>
<td>20 credits</td>
<td></td>
</tr>
<tr>
<td>Option GG32XX OR SG3XXX</td>
<td></td>
</tr>
<tr>
<td>20 credits</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 2</strong></td>
<td></td>
</tr>
<tr>
<td>JH</td>
<td>SG4224</td>
</tr>
<tr>
<td>Method, Field, Data: Researching Geographies in Practice SG3201</td>
<td>Advanced Topics in Physical Geography</td>
</tr>
<tr>
<td>60 credits</td>
<td></td>
</tr>
<tr>
<td>SH</td>
<td>SG4228</td>
</tr>
<tr>
<td>Research Dissertation in Geography GG4298</td>
<td>Geographic Information Science (GISci)</td>
</tr>
<tr>
<td>50 credits</td>
<td></td>
</tr>
<tr>
<td>Advanced Debates in Geography GG4201</td>
<td></td>
</tr>
<tr>
<td>10 credits</td>
<td></td>
</tr>
</tbody>
</table>

Note that ‘option modules’ are 3000-level modules offered in subject areas related to the research interests of staff. ‘Electives’ are 4000-level training modules taken during Semester 1 of Senior Honours, and with varying subject content from different areas of social or physical science (i.e. they are not simply ‘methods’ modules). Most option modules are GG-coded, but some have SG or EG codes, as explained in the ‘options modules’ section below.

Some of the components of ‘core’ modules are compulsory, but there is considerable scope for choice even within this part of the programme, both within modules (e.g. ‘streams’ within SG3201; wide choice within SG4221) and between modules (e.g. the choice of two out of four Electives). You also choose the topic for the dissertation. This
structure allows for rigorous skills training while giving you the flexibility to explore different topics and to design your degree according to your own interests and enthusiasms.

**Overview of core modules and electives**

The core modules and electives are listed below. Modules coded GG are available only to students on the Geography programme. Those coded SG are also open to both Geography and SD students. The SG options modules are focused on issues pertinent to both environmental geography and sustainable development. The SG3201 module has units relevant to GG & SD specific students.

**Core modules and electives for the Single Honours Geography Programme**

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SG3201/2/3/4</td>
<td>Method, Field, Data: Researching Geographies in Practice</td>
<td>60</td>
</tr>
<tr>
<td>GG4201</td>
<td>Advanced Debates in Geography</td>
<td>10</td>
</tr>
<tr>
<td>SG4221</td>
<td>Review Essay in Geography</td>
<td>20</td>
</tr>
<tr>
<td>SG4222</td>
<td>Advanced Qualitative Analysis</td>
<td>20</td>
</tr>
<tr>
<td>SG4223</td>
<td>Advanced Quantitative Analysis</td>
<td>20</td>
</tr>
<tr>
<td>SG4224</td>
<td>Advanced Topics in Physical Sciences</td>
<td>20</td>
</tr>
<tr>
<td>SG4228</td>
<td>Advanced Topics in Geographic Information Science (GISci)</td>
<td>20</td>
</tr>
<tr>
<td>GG4298</td>
<td>Research Dissertation in Geography</td>
<td>50</td>
</tr>
</tbody>
</table>

Detailed descriptions of the content and delivery of these modules is provided in the module handbooks, and summary descriptions can be found in the University Course Catalogue. Some additional detail about the Review Essay and the Dissertation is provided below.

**Review Essay in Geography (SG4221) - 20 credits**

This elective gives you the chance to undertake in-depth reading and research into a topic, which is of particular interest to you. It requires you to identify and review a body of geographic literature, giving an account of its substantive content, but also critically assessing the intellectual rationale (in different disciplines and research niches in the social or physical sciences) on which it is based. The module assessment comprises a review essay of no more than 5000 words; there is no exam. Your essay will explain and frame the chosen topic, and will describe and evaluate the scholarship and the claims within that field and/or literature. The review essay is largely an independent piece of work, but in addition to introductory and support classes for the entire SG4221 class, you will also have a personal supervisor who will give you guidance on how to develop and structure your review essay.

To facilitate student choice there are three possible models for the review essay. Students will receive the same level of supervision and support whichever model they choose, but you should carefully consider the implications of your choice of model, as explained below:

(i) **Model one: essay topic emerges from a 3000-level option module being taught in the same semester as SG4221.** In addition to receiving the requisite level of supervision associated with SG4221, students taking this approach have the opportunity to sit in on classes and seminars associated with the related option module (enabling additional stimulus and peer interaction, and ensuring that the requirement to obtain 4000-level credits does not prevent access to a module which interests you). In addition, the option module coordinator may become your supervisor, giving you the benefit of working with an expert in the field. In preparing
your 5000-word essay, you will be expected to extend your research independently well beyond the scope and references provided by the optional module.

(ii) **Model two: essay topic matches the interests of a staff member running a 3000-level module in the same semester as SG4221.** This gives students the freedom to investigate a sub-disciplinary area that is not covered in-depth within the St Andrews curriculum, but does not offer the opportunity of attending a related supporting class. Students will identify a topic that is of interest to a member of staff who is teaching in the same semester as SG4221. Supervisors will therefore have some interest and expertise in your chosen area and will offer advice on topic framing and initial literature; you then develop your research largely independently and prepare your 5000-word essay.

(iii) **Model three: essay topic is unrelated to available options modules, or emerges from a module run in the previous year.** This model provides students with the opportunity to explore a topic that is not addressed in an option module running in that semester but which they have become particularly interested in, either as a result of a module taken in their Junior Honours year or from their own independent reading & experience. In this model, students trade free choice to tackle a sub-disciplinary area that is not covered in-depth within the St Andrews curriculum, against the opportunity to attend a related supporting class, and the opportunity to have a supervisor who is an expert in the field. Students will be allocated an available supervisor who will provide support and advice about constructing a review essay but who may not be familiar with the detail of the chosen topic.

**Research dissertation in Geography (GG4298) - 50 credits**

The dissertation is the single most challenging - and often most rewarding - element of your degree. It provides you with the opportunity to undertake an original and independent piece of research on a topic of your choice, developed in consultation with staff. Full details are provided during the JH year, but, in outline, it is assessed via two components:

(i) A presentation worth 10 credits. This can be either an oral or a poster presentation, and is presented to staff & your peers during a 'research conference', which takes place a few weeks prior to the submission of the dissertation in May.

(ii) A written dissertation worth 40 credits - word limit of 10,000 words (see Dissertation Handbook for guidance on what is and what is not included in the word count).

The dissertation challenges you to put into practice all the skills and competences you have developed during your degree studies (via core, option and elective modules). Your topic must be selected, planned and approved before the end of the JH year. Fieldwork and/or data collection may be completed either during the summer vacation between the JH and SH years, and/or during the SH year itself. The dissertation becomes the property of the Department. You must submit two copies, one of which will be returned.

You are strongly advised to start giving thought to your dissertation topic during the first semester of your JH year. While the dissertation is a piece of independent research, all students have a supervisor with whom they must maintain regular contact until the work is completed. The role of the supervisor is threefold:

- to advise on the selection of the project
- to discuss the timetable and logistics of both data collection and analysis
- to comment on the outline and structure of the final written piece of work, but **not** to give detailed comments on the content of drafts or to provide textual correction.
During their JH semester 2 research training, all students will undertake an assessment that requires them to produce a detailed research proposal. Most use this opportunity to design the project they intend to research for their dissertation. Ideas for dissertation projects will emerge from your options modules, reading and interests. Members of faculty often advertise projects that they are interested to supervise as student projects. In addition, the DGSD encourages students to consider developing a ‘partnership dissertation’ via the OPPEn the University of St Andrews initiative. These dissertations are co-designed and implemented with the support of external community, non-governmental, governmental or private sector organisations. See the OPPEn website for details: http://www.st-andrews.ac.uk/oppen/

The Department will try to book blocks of time in the Irvine IT lab for the use of students completing dissertations during the weeks after Easter.

**Ethics and Ethical Approval**

Ethical behaviour is an important transferable skill. We expect, encourage and train students to act ethically in all their learning activities. Institutional ethical clearance for research is one element of this broader commitment to ethical behaviour, but it is a significant one. All research requires ethical clearance before it can begin. Whether your dissertation is on a subject in Physical, Environmental or Human geography, ethical issues may arise. ALL students undertaking data collection for their dissertation must engage with the Ethics Committee protocols (even if only to declare formally that their research has no ethical implications). For further details, please see the DGSD UG handbook and the Virtual office Moodle site called: “GGADMIN Virtual Office - students”.

**Health & Safety Risk Assessment**

During your degree programme you are likely to take part in some kind of fieldwork in urban or in rural locations and, potentially, participate in lab work. Field and lab work both involve hazards that are different from those you will encounter every day during the routine course of your studies. Therefore, for these activities, either the staff member in charge or you will be expected to complete a risk assessment. For class activities, you will be required to read and sign the risk assessment form. For activities that you do independently, as part of your dissertation for example, you will be required to complete the risk assessment form yourself (it can be found on the virtual office Moodle site called: “GGADMIN Virtual Office – Students” and includes instructions on how to carry out a field work risk assessment, which can be adapted to encompass lab work as well). This must be completed well in advance as it needs to be (1) checked by your supervisor, (2) approved by the Department Health and Safety Coordinator (currently Katy Roucoux, khr@st-andrews.ac.uk or geohealth@st-andrews.ac.uk) and (3) signed by your supervisor before you will be allowed to do the work.

**Printing and Binding:** the University's Print & Design Unit is ideally set up to print and/or bind your dissertation and thesis. You can send your material in PDF format (with a note of pages to be printed in colour) to: printanddesign@st-andrews.ac.uk
They will then be in touch when your job is ready. Price lists and further information: www.st-andrews.ac.uk/printanddesign/
Options modules

The programme offers a wide range of 3000-level options modules. Each is worth 20 credits and covers an aspect of Geography in which staff have research expertise. These allow you both to deepen and broaden your knowledge and interests over the two years Honours programme, and to specialise in particular topics and areas in geography. You take four of these modules in total over the course of your two Honours years (and may access a fifth via SG4221 Review Essay, as described above). The list of optional modules is subject to staff availability, and those that attract less than six students will not normally be taught. Details of the timing for a particular module are provided in the University Course Catalogue, together with outline descriptions of the content. Further details about each module are available from the Module Coordinator, or, for students currently enrolled on the modules, via the Moodle sites.

Optional modules are taught over a two-year cycle so all are available to you at some stage - either during your Junior or Senior Honours year. However, the structure of the programme requires you to take three in your JH year and only one in your SH year, so you may be lucky or unlucky in terms of the match between your interests and the particular sequencing of modules. Recognising this, the Review Essay (SG4221) is designed - if you so choose - to engage with an additional, second optional module in your SH year. This is explained above.

To reiterate from above, most option modules have a GG code. However, modules shared with the Sustainable Development programme have an SG code, while those shared with Earth & Environmental Sciences (EES) have an EG code. Because EES options are 15-credit modules, geography students taking EG modules also take a 5-credit 'top up' module to make the credit-weighting compatible with the 20-credit GG pattern (this simply comprises one assessment). Note that EG modules are administered by EES and follow their programme rules; for example, extension requests are handled by EES, and not as described for GG modules.

The current list of options, and their availability, is shown in the following table:

Options modules in the Geography Programme, and their availability

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
<th>Mod Co</th>
</tr>
</thead>
<tbody>
<tr>
<td>GG3100</td>
<td>Reconstructing past environments</td>
<td>20</td>
<td>Katy Roucoux et al</td>
</tr>
<tr>
<td>GG3262</td>
<td>Climate and Weather Systems</td>
<td>20</td>
<td>Benn</td>
</tr>
<tr>
<td>GG3263</td>
<td>Glaciers and Glaciation</td>
<td>20</td>
<td>Benn</td>
</tr>
<tr>
<td>GG3264</td>
<td>Oceans and Climate</td>
<td>20</td>
<td>Austin</td>
</tr>
<tr>
<td>EG3020</td>
<td>Global Climate Change</td>
<td>15</td>
<td>Wilson</td>
</tr>
<tr>
<td>EG3031</td>
<td>Special Topic for Physical Geography</td>
<td>5</td>
<td>Take with EG3020 or</td>
</tr>
<tr>
<td>EG4031</td>
<td>Analytical Sciences for Physical Geography</td>
<td>5</td>
<td>Take with EG 15 credit mods</td>
</tr>
<tr>
<td>GG3221</td>
<td>Colonial and Postcolonial Geographies</td>
<td>20</td>
<td>Clayton</td>
</tr>
<tr>
<td>GG3234</td>
<td>Migration and Transnationalism</td>
<td>20</td>
<td>McCollum</td>
</tr>
<tr>
<td>GG3273</td>
<td>Scrutinising Segregation: Geographies of Diversity and Inequality</td>
<td>20</td>
<td>Finney</td>
</tr>
</tbody>
</table>
### Sustainable Development and Environmental Geography

<table>
<thead>
<tr>
<th>Module Code</th>
<th>Module Title</th>
<th>Credits</th>
<th>Tutor</th>
</tr>
</thead>
<tbody>
<tr>
<td>SD3221</td>
<td>Frontiers in Sustainability Research: Do Good Lives Cost the Earth?</td>
<td>20</td>
<td>Reid</td>
</tr>
<tr>
<td>SG3229</td>
<td>Environmental Management in Scotland</td>
<td>20</td>
<td>Warren</td>
</tr>
<tr>
<td>SG3272</td>
<td>Socio-ecological systems</td>
<td>20</td>
<td>Streeter/Davies</td>
</tr>
</tbody>
</table>

#### 4th year teaching placement modules: ID4001, ID4002

Two teaching placement modules are available in Semester 1 of 4th year: ID4001 for students in the Science Faculty and ID4002 for students in the Arts Faculty. You don’t have to be considering teaching as a career for these modules to be valuable. Both are 15-credit modules. They are inter-disciplinary, university-wide modules which involve weekly visits to a secondary school in Fife and an assessed, classroom-based project developed in conjunction with a ‘teacher mentor’ in your placement school. In this School, Ruth Robinson <rajr> is the subject rep. for ID4001, and Charles Warren <crw2> is the subject rep. for ID4002. Further details can be obtained from them. Importantly, note that places on this module are offered on the basis of an application and interview, and that the application deadline is usually in early March.

### TRAINING FOR ALL HONOURS STUDENTS (Single, Joint, Major, Minor)

The Honours programme provides students with extensive training in a wide range of academic and transferable skills. Much of this training occurs within formal modules such as SG3201/SG3202/SG3203 (including the training during the overseas field courses) and the 4000-level electives. In addition, at the start of the Honours programme, there is a ‘JH Training Track’ during Semester 1 comprising a number of varied sessions designed to equip you with the skills that you will need if you are to fulfil your potential. This group of sessions is scheduled as follows:

#### JH Training Track - Semester 1 Forbes Room

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Content</th>
<th>Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>8th September</td>
<td>All day</td>
<td>JH Induction Day</td>
<td>UD, CW + others</td>
</tr>
<tr>
<td>27th October</td>
<td>1.00-2.00</td>
<td>Oral Presentation Skills</td>
<td>Mike Kesby</td>
</tr>
<tr>
<td>3rd November</td>
<td>1.00-3.00</td>
<td>Essay &amp; Exam Techniques</td>
<td>Charles Warren</td>
</tr>
</tbody>
</table>

### JOINT, MAJOR AND MINOR HONOURS GEOGRAPHY PROGRAMMES

#### The structure of the programmes

The outline structure of Joint Honours Geography programmes is shown in the graphic below. This graphic illustrates one of several possible permutations, as highlighted in the commentary on the right of the diagram.

For Joint and Major Honours Geography programmes, a number of specific modules are offered. These allow students to access key aspects of our core training programme and to take - if desired and/or necessary for Advising reasons - 10-credit versions of optional modules. These modules are listed below. Note that SG3202 and GG4297 are exclusive to Joint Honours students, whereas the 10-credit modules are available (as their names make clear) to students on both Joint and Major programmes in Geography. Also note that all Joint Honours students are required to submit a 30-credit dissertation (GG4297); this is shorter than the 50-credit Single Honours dissertation (7,000 words v. 10,000 words) and does not entail the assessed ‘conference presentation’ required in GG4298.
### Programme for JOINT Honours (120 credits)

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>JH</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Option</strong></td>
<td>GG32XX/SG3XX XX 20 credits</td>
<td>Option</td>
</tr>
<tr>
<td>Special Topic for Joint or Major Honours in Geography (Junior Honours) GG3301 10 credits</td>
<td>Special Topic for Joint or Major Honours in Geography (Senior Honours) GG3302 10 credits</td>
<td>and/or Advanced Study for Joint or Major Honours in Geography SG4301 10 credits</td>
</tr>
</tbody>
</table>

**NB.** This graphic illustrates one of several permutations. Students may take 60 credits of GG modules from any of the available options modules (GG3221-GG3289/SG3XXX) and elective modules (SG4221-SG4230) in their JH & SH years.

**NB.** Depending on the requirements of their partner programme, Joint Honours students have the flexibility to obtain the following number of 4000-level credits in Geography:

(i) 30 - dissertation only
(ii) 40 - dissertation + GG4301
(iii) 50 - dissertation + 1 option
(iv) 60 - dissertation + 1 option + GG4301
(v) 70 - dissertation + 2 options.

Outstanding 4000-level credits necessary to meet the requisite number of 90 need to be accessed from the partner discipline.

<table>
<thead>
<tr>
<th>Semester 2</th>
<th>JH</th>
<th>SH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Method, Field, Data: Research Training for Joint Honours in Geography SG3202 30 credits</td>
<td>Joint Honours Research Dissertation in Geography GG4297 30 credits</td>
<td></td>
</tr>
</tbody>
</table>

**Modules exclusive to Joint and Major Honours programmes in Geography**

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core modules</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SG3202</td>
<td>Method, Field, Data: Research Training for Joint Honours in Geography</td>
<td>30</td>
</tr>
<tr>
<td>SG3203</td>
<td>Method, Field, Data: Research Training for Major Honours in Geography</td>
<td>50</td>
</tr>
<tr>
<td>GG4297</td>
<td>Joint Honours Research Dissertation in Geography</td>
<td>30</td>
</tr>
<tr>
<td><strong>Alternative options modules</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GG3301</td>
<td>Special Topic for Joint or Major Honours in Geography (Junior Honours)</td>
<td>10</td>
</tr>
<tr>
<td>GG3302</td>
<td>Special Topic for Joint or Major Honours in Geography (Senior Honours)</td>
<td>10</td>
</tr>
<tr>
<td>GG4301</td>
<td>Advanced Study for Joint or Major Honours in Geography</td>
<td>10</td>
</tr>
</tbody>
</table>

Note that, as explained above in the ‘options modules’ section, most option modules are GG-coded, but some have SG or EG codes. See the list of options in the table above.
Note that each of the three 10-credit modules - GG3301, GG3302 & GG4301 - allows you to engage with the subject matter of a selected 20-credit option module in Geography (GG3221 - GG3289 OR SG3XXX) while balancing the workload across the four semesters of your Honours programme. You complete the contact hours of your chosen ‘parent module’ (i.e. attend lectures, seminars and practicals along with the students taking the 20-credit version) but complete a separate piece of continuously assessed work (a 4000-word essay, with different essay topics/titles for 3000-level and 4000-level) and no examination.

These modules allow Joint Honours students to construct a perfectly balanced sequence of modules, i.e. 60 credits in each of the four semesters. Of course, depending on your interests and on the requirements/opportunities in your partner discipline, you may choose to have unequally weighted semesters. There is no requirement to take 30 credits of Geography in each semester, as is made clear in the commentary in the graphic above.

Three important points to note:
1. The assessment for all three 10-credit modules comprises a 4000-word essay. There is also a common submission deadline for all these modules (irrespective of the coursework deadline(s) in the ‘parent module’), which is midday on the Thursday of Week 11.
2. Essays for these modules are to be submitted via the UrKund link for the 10-credit module code in question (GG3301, GG3302, GG4301) rather than that for the 20-credit ‘parent module’.
3. No student may submit work for the 10-credit version of a 20-credit module which they have either previously taken & passed, or which they are currently taking, i.e. you cannot take both the 10-credit and 20-credit versions of a particular module.

Joint Honours access to the overseas field courses: in the second semester of Junior Honours, Joint Honours students are required to take SG3202 (30 credits). The overseas field courses are integrated within SG3201, the 60-credit methods training course for Single Honours Geographers. Consequently, Joint Honours students do not, as of right, have access to the field courses, and there are good academic reasons why this is the case. However, we recognise that there may be Joint Honours students for whom the training offered on the field courses is relevant for their dissertations and who may therefore wish to participate. Such students may be granted permission to take SG3203, a 50-credit training module which includes overseas field training, on condition that:
1. They have taken appropriate options modules.
2. The field training is directly relevant to their planned dissertation research.
3. If the field course takes place during the teaching semester, permission to miss classes in their partner discipline is granted by the Director of Teaching in that School.
4. They consult with their Honours Advisor about the implications of taking SG3203 (e.g. unequal credit weightings between semesters and/or Honours years).
5. They seek written permission from the Director of Teaching in DGSD, including evidence concerning points 1 – 4 above.

Students should note that: (a) if they choose to take SG3203 in place of SG3202, they will be able to take fewer options modules; in effect, this choice involves replacing a 20-credit option with a field course; (b) the decision to take SG3203 must be made in semester 1 since bookings and planning for field classes begin then for the field class in semester 2.
The outline structures of Major and Minor programmes are shown below. Note that, as for Joint Honours, the Major Honours graphic illustrates one of several possible permutations. There is considerable flexibility in the number and sequencing of options and electives that you can choose, depending on your interests and on the requirements/opportunities in your partner discipline.

### Programme for MAJOR Honours (180 credits)

| Semester 1 | JH | Option modules: students select options from the range of available 20-credit modules (GG3220-3289 OR SG3XXX) and from the 10-credit options (GG3201, GG3202, GG4201), normally to a total of 40 credits | SH | Elective 1  
SG422X  
20 credits | Electives (two from five:)  
SG4221  
Review essay  
SG4222  
Advanced Qualitative Analysis |
| --- | --- | --- | --- | --- | --- |
| Semester 2 | JH | Method, Field, Data: Research Training for Major Honours in Geography SG3203  
50 credits * | SH | Research Dissertation in Geography GG4298  
50 credits | SG4223  
Advanced Quantitative Analysis  
SG4224  
Advanced Topics in Physical Geography  
SG4228 Advanced Topics in Geographical Information Science (GISci) |

*Alternatively, students are eligible for the 60-credit version of this course, SG3201

### Programme for MINOR Honours (60 Credits)

Three 20-credit options over two years
Section D:
INFORMATION RELATED TO ASSESSMENT AND THE SUBMISSION OF WORK (honours)

The DGSD employs a series of common GRC for all pieces of assessed work. The GRCs used for Sub-honours work are slightly different from those used for honours work, reflecting the standards expected of students at different levels. The main GRC used for most written work are published in the DGSD UG handbook, as are those used for work based on statistical tests. Where criteria differ (in order to better reflect the learning objectives of a given module), bespoke GRCs will be published in the relevant module handbook.

DGSD policy is that students should be given both a grade and a written explanation of that grade.

Submission of Coursework

There is a standard procedure for submitting work across all modules and programs in DGSD. Please refer to the DGSD handbook – and comply with instructions given there.

Problems meeting submission deadlines, completing work, or producing work to the best of your ability

Students facing genuine difficulties will be accommodated by the DGSD. Please refer to the DGSD handbook for further information. Three entries are of relevance to students facing difficulties with submission of work: (1) “Extensions to submission deadlines”, (2) “Deferred Assessment” and, (3) “S-Coding” (for honours students only).

Feedback on coursework and exam performance

You are entitled to receive routine feedback on any work that you have submitted. Feedback will give you advice to help you improve your learning and future performance. “for full details on the feedback policy see DGSD UG Handbook “

Penalties
All required continuous assessment work must be completed (i.e. tests undertaken, oral presentations delivered, posters presented and written work submitted) on the appointed day and at the appointed time. All submitted work must comply with “the general standards for submitted work”. All Submitted work must conform to the word limits specified in any given module for a given piece of work. Note: DGSD does not operate the ‘10% leeway’ rule that prevails in some other Schools. For information on deadlines and word length – please see the relevant module handbook. For full information about penalties for lateness, presentation and over length work – please see the DGSD UG Handbook.
Final degree classification criteria
For information about how your final degree classification will be calculated please see the DGSD UG Handbook.

Section E:
Information related to Prizes and Key dates for Honours students

PRIZES FOR HONOURS STUDENTS
In order to reward its best students, Geography offers a range of prizes which are awarded to outstanding students. It also nominates some students for external recognition. These prizes are of only limited financial value but they carry considerable kudos. Their value lies in their currency as an achievement to cite in CVs and at job interviews.

Departmental Awards and Prizes
(a) The McIver Class Medal
A medal may be awarded to the best student in each of the Junior and Senior Honours years.

(b) McIver Award
The McIver Award is an annual award made to a student or students of Geography at St Andrews to support innovative field or library-based research. The award is designed to provide part support for travel and/or accommodation. The only restriction is that the intended programme of work must not be part of an assessed assignment (e.g. dissertation).

(c) The Edwards Prize
Named after a former student who wished to recognise the value of fieldwork in his education here. The prize is awarded to a student who has gained distinction in the pursuit and presentation of fieldwork (usually the dissertation).

(d) The George Cumming Memorial Prize
Awarded to a student of merit, in memory of the first head of the Department of Geography, who died in office in 1954.

(e) The Mathieson Prize
Established by a long-time member and head of the Department, Dr Kay MacIver, in memory of her mother; awarded annually for distinguished work on the geography of Scotland (usually dissertation work).

(f) The Royal Scottish Geographical Society Medal
Awarded to the student with the best Honours degree.

(g) Dorothy McKinney Human Geography Dissertation Fieldwork Awards
The deadline for submitting an application for this is Friday of Week 11, Semester 2. A sheet giving guidelines for applicants can be collected from the Main Office.
University Prizes

(a) Deans’ List
This is an annual award for academic excellence, promoted by the four Deans of the University. Undergraduate students who achieve an outstanding overall result in the course of an academic year have their names inscribed on the Deans’ List, an honour which also appears on your University transcript. The criteria for the award are strict. Only students taking no fewer than 120 credits counting towards an approved degree programme over the course of an academic year will be eligible and all credits have to be taken within the four Faculties of the University of St Andrews. Study abroad is excluded from the scheme, although incoming students from other Universities will be eligible, provided they meet all other criteria.

Any student who meets all the criteria and who obtains a credit-weighted mean grade of 16.5 or above for the year will be recorded on the Deans’ List. The rules will be adapted for part-time students, who must achieve the minimum credit-weighted mean of 16.5 in 120 credits taken part-time over no more than three academic sessions. Full details of all the criteria and conditions for the Deans’ List are available at: http://www.st-andrews.ac.uk/schools/contacts/prodeans/deanslist/

(b) The Millar Prize - for graduating students
The School will also submit the name of any student obtaining an outstanding First Class Honours degree to the Staff of Arts or Science, as appropriate, as a candidate for this award.

External Awards
The School regularly submits outstandingly good dissertations to some of the following national competitions (and we have an exceptional record of past success):

(a) The Alfred Steers Dissertation Prize:
Awarded by the Royal Geographical Society/Institute of British Geographers for the best geography dissertation submitted in a British university.

(b) The British Society of Geomorphology prize:
For the best dissertation submitted in geomorphology in a British university.

(c) Royal Geographical Society Prizes:
The RGS/IBG offers prizes for the best dissertations submitted in British universities in a range areas e.g. biogeography, the developing world, historical geography, quaternary studies, urban geography, landscape research.

(d) The Walton Prize:
For the best dissertation submitted in physical geography in a Scottish university.
### KEY DATES IN THE GEOGRAPHY HONOURS PROGRAMME

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation Week</td>
<td>Week beginning Monday 5 September</td>
</tr>
<tr>
<td>Martimas Semester/Semester 1</td>
<td>Monday 12 September 2016 – Friday 16 December 2016</td>
</tr>
<tr>
<td>Junior Honours Induction Day</td>
<td>Thursday 8th September</td>
</tr>
<tr>
<td>Senior Honours Induction Session</td>
<td>Friday 9th September</td>
</tr>
<tr>
<td>Independent Learning Week (ILW)</td>
<td>Week of Monday 17 October 2016</td>
</tr>
<tr>
<td>Junior Honours oral presentation training</td>
<td>Thursday 27 October</td>
</tr>
<tr>
<td>Junior Honours essay &amp; exam training</td>
<td>Thursday 3 November</td>
</tr>
<tr>
<td>Final Deadline for Sem 1 coursework</td>
<td>Friday 25 November 2016</td>
</tr>
<tr>
<td>Revision period begins</td>
<td>Monday 28 November 2016</td>
</tr>
<tr>
<td>Semester 1 Examination Diet</td>
<td>Monday 5 – Friday 16 December 2016</td>
</tr>
<tr>
<td>Candlemas Semester/Semester 2</td>
<td>Monday 23 January – Fri 26 May 2017</td>
</tr>
<tr>
<td>Option Module Exam debrief sessions</td>
<td>Weeks 2 - 3 (by module coordinators)</td>
</tr>
<tr>
<td>Spring Vacation</td>
<td>Monday 13 – Fri 24 March 2017</td>
</tr>
<tr>
<td>Geography &amp; SD Dissertation Conference</td>
<td>Thursday 6th April</td>
</tr>
<tr>
<td>Revision period begins</td>
<td>Week of Monday 24th April 2017</td>
</tr>
<tr>
<td>Final Deadline for ALL Sem 2 coursework</td>
<td>Friday 28th April 2017</td>
</tr>
<tr>
<td>Semester 2 Examination Diet</td>
<td>Monday 8 – Friday 19 May 2017</td>
</tr>
<tr>
<td>Degree classification results available</td>
<td>Week of 5 June 2017</td>
</tr>
<tr>
<td>Graduations</td>
<td>Week beginning Monday 19th June</td>
</tr>
<tr>
<td>Re-assessment Diet</td>
<td>Week beginning Monday 14th August</td>
</tr>
</tbody>
</table>

Note that students are expected to be available throughout the examination periods.