

ANG6931: Proseminar in Anthropology  
Fall 2008 Syllabus  
(3 credits)

Professor: Dr. Tosha Dupras  
Office: PH309F  
Course: Tuesdays at 6:00-8:50pm (PH409M)  
Office Hours: Tuesdays & Thursdays 3:00-5:00 or by appointment  
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Course prerequisites: Graduate Standing or CI

**Course Description:**

This course is designed to expose students to the inner workings of professional anthropology. Topics to be covered include professional behavior, ethics, professional writing and critical evaluation, constructing and evaluating grant proposals, research design, constructing CVs, and preparing and giving presentations.

**Required Reading:**

1) 5 Steps to Professional Presence: How to Project Confidence, Competence, and Credibility at Work

S. Bixler and L. Sherrer Dugan

Adams Media, 2000

ISBN: 978-1580624428

2) Power Etiquette: What You Don't Know Can Kill Your Career

D.M. Casperson

Amacom, 1999

ISBN: 978-0814479988

3) Research Methods in Anthropology, 4th Edition

H.R. Bernard

Altamira Press, New York, 2006

ISBN: 0-7591-0869-2

4) Assigned articles

**Evaluation:**

Week 2: Ethics Assignment – 20 points  
Week 3: Professional Conduct Assignment – 20 points  
Week 4: Conducting Field Research Assignment – 10 points  
Week 5: Library Modules – 30 points  
Week 6: Research Design Assignment – 20 points  
Week 7: Funding Agency Assignment - 10 points  
Week 8: Academic Meetings Assignment – 10 points  
Week 10: AAA Guide Assignment – 10 points  
Week 13: CV/Portfolio Assignment – 20 points  
Week 14: How to publish your Research Assignment – 20 points  
PowerPoint presentation on faculty – 50 points  
Final Poster presentation – 50 points

**Total Class points: 270 points**

**Grading Scale** – the +/- system will be used in this course. These percentages correspond to the following letter grades:

A = 95-100

A- = 90-94

B+ = 87-89

B = 84-86

B- = 80-83

C+ = 77-79

C = 74-76

C- = 70-73

D = 60-69

F < 60

Please remember, that as per UCF rule, any grade below a B- in a graduate course is not counted towards the degree, but does count towards your GPA.

**Class schedule:** This schedule is “tentative” and may change as we go through the semester or due to unforeseen circumstances.

Week	Date	Topic	Students Presenting
1	August 26	Introduction – How does Anthropology fit in?	
2	September 2	Ethics in Anthropology (Lieberman)	
3	September 9	Professional Conduct (Schultz)	
4	September 16	What is research? Conducting field research (Walker, McIntyre & Zorn)	
5	September 23	Know your professors (4) What do you do with your research? Library Resources (Rachel Mulvihill – Class will meet in Library 235c) – Modules must be completed BEFORE class to receive credit	Lisa Duffy Amy Giroux/Beth Keller Lindsey Thomas Roberta Murphy
6	September 30	Know your professors (4) Proposal writing & Research design Writing and Critical Thinking	Sarah Kindschuh Annie Clayton Keith Edwards Sarah Roberts
7	October 7	Know your professors (4) Funding in Anthropology Grant proposals	Richard Chamberlin Patsy Holden Sarah Mcmanus Mark Sullivan
8	October 14	Know your professors (4) Academic Meetings How to construct a Presentation	Holly Champion Petra Cunningham-Smith Kim Harrod/Keri Tessitore Cheney Swedlow
9	October 21	Know your professors (2) Thesis preparation Thesis Editor (Nathalia Bauer)	Charles Dionne Noel Johns/Keisha Wiel
10	October 28	Ph.D. programs & networking (Cowgill)	
11	November 4	<b>Class cancelled – CAPA</b>	
12	November 11	<b>Class Cancelled – holiday</b>	
13	November 18	CV/portfolios	
14	November 25	How to publish your research (Barber)	
15	December 2	What is it like to be a professor? Teaching, Research & Service (Chases)	
16	December 9	Poster Symposium presentations (Faculty invited)	

**Important Dates:**

Classes Start: August 25<sup>th</sup>

Add/Drop: August 25<sup>th</sup> – 29<sup>th</sup>

Final Withdrawal Date: October 17<sup>th</sup>

Last Day of Classes: Dec 6<sup>th</sup>

Holidays (class cancelled): Remembrance Day - November 11<sup>th</sup>

**This is a graduate course and I expect:**

- that you will attend class regularly (that means every class)
- that you will keep up with the weekly assignments/readings and that you will come to class prepared for discussions
- that you will finish your assignments on time and in a professional manner

- that you will conduct yourself in a mature, collegial, and professional manner
- that you will respect the opinions of your fellow classmates (even if you do not agree)

### **Readings and Assignments:**

#### **Week 1 - Being human, being an anthropologist**

Research Methods in Anthropology - Chapters 1 & 2

5 Steps to Professional Presence – Chapters 7, 8 & 9

Power Etiquette: What You Don't Know Can Kill Your Career – Chapters 5 & 6

#### **Week 2- Ethics in Anthropology**

Six Ethic Case study readings (available on the website as a pdf file)

Principles of Archaeological Ethics (available on website)

Ethics in Social and Behavioral Research (available on website)

Assignment- Go to the AAA website and read the "Statements on Ethics"

(<http://www.aaanet.org/stmts/ethstmnt.htm>) and also view the video "Doing Anthropology: New Video by MIT Dept. of Anthropology Faculty" (<http://www.aaanet.org/issues/Doing-Archaeology-New-Video-by-MIT.cfm>).

Write a succinct two page paper (double spaced) and relate how the three researchers described in the film must incorporate the Statement of Ethics into their work (cite some examples). This paper is due at the beginning of this class.

#### **Week 3 – Professional Conduct**

5 Steps to Professional Presence: How to Project Confidence, Competence, and Credibility at Work

S. Bixler and L. Sherrer Dugan – Chapters 1-6, 10-14

Power Etiquette: What You Don't Know Can Kill Your Career

D.M. Casperson – Chapters 1, 2, 4

Assignment – Although these readings are aimed at "business", your task is to relate this to Anthropology. In less than three pages choose four specific points in these readings that you can relate to professional development in Anthropology. Assignment is due at the beginning of this class.

#### **Week 4 – Conducting Field Research**

Power Etiquette: What You Don't Know Can Kill Your Career

D.M. Casperson – Chapters 8 & 9

Dubisch, J. 1995. Lovers in the Field: Sex, Dominance, and the female Anthropologist. In: Taboo – Sex, Identity and Erotic Subjectivity in Anthropological Fieldwork. Kulick D and M. Willson (eds). Routledge, London. Pages 29-50.

Howell, N. 1990. Surviving Fieldwork: A Report of the Advisory Panel on Health and Safety in Fieldwork. American Anthropological Association, Washington.

Assignment - Some of you may have already participated in field schools, or even conducted field research, and for some of you this will be new. On many levels, field research cannot be taught, it must

be experienced. Given the readings above, discuss (in two pages) what researchers must/should consider before going into the field (besides basic research design).

### **Week 5 - Research**

Research Methods in Anthropology – Chapters 3 & 4

Assignment – Library “Information Literacy Modules”

This assignment must be completed BEFORE you come to class. I have had three modules created for this course. You must access each module, read the module, and complete the assessment. The assessment will be part of your grade. To access each module, use the following links:

Creating a Search: <https://obojobo.ucf.edu/viewer/?view=195>

Evaluating Websites: <https://obojobo.ucf.edu/viewer/?view=196>

Avoiding Plagiarism: <https://obojobo.ucf.edu/viewer/?view=197>

Once at these sites you will have to login with your NID and password.

### **Week 6 – Research Design & Proposal Writing**

Research Methods in Anthropology – Chapters 5 & 6

Department of Anthropology – MA Handbook, “How to Write your Proposal”

Assignment – Create a one page outline for a research project.

### **Week 7 – Funding & Grant Proposals**

Assignment - Create a list of all the possible funding sources that Anthropologists could apply to for research money. Assignment due at beginning of class.

### **Week 8 – Academic Meetings & Presenting your research**

Morin, KH. 1996. Poster presentations: getting your point across. MCN: American Journal of Maternal Child Nursing, 21(6): 307-10.

Gosling P.J. 1999. The Scientist’s Guide to Poster Presentations. New York: Kluwer Academic.

Nichol, AAM and Pexman, PM. 2003. Display Your Findings: a practical guide for creating figures, posters, and presentations. Washington: American Psychological Association.

Dixon, T. 2004. How to get a first: the essential guide to academic success. Routledge: London. Pages 108-119

Kitchin R and Fuller D. 2005. The Academic’s Guide to Publishing. Sage: California. Chapter 19

Assignment –

Part 1: Without using any specific content, use PowerPoint to design a poster presentation that is 3 feet high and 4 feet long. Create the layout, colours, font, etc. Use the following information:

- Title – Professional Conduct in Anthropology
- Create 6 of your own subtitles or sections based on your reading from weeks 1 & 3.
- Find images or clipart from the internet or PowerPoint and add these to your poster (you must have at least 6 images)
- Add text blocks where you would have text
- Print it off as one page to bring to class

Part 2: Create an exhaustive list of all the different professional meetings that Anthropologists might attend during the year.

## **Week 9 – Thesis Preparation & Thesis Editor**

TBA

## **Week 10 – Ph.D. Programs & Networking**

AAA Guide to Programs (2007/2008) American Anthropological Association, Washington.

Assignment – In one page, outline the important information that is available in the AAA guide pertaining to finding potential graduate programs.

## **Week 11 – Class Cancelled**

## **Week 12 – Class Cancelled**

## **Week 13 – CV/Portfolios**

Power Etiquette: What You Don't Know Can Kill Your Career – Chapter 7

Logan PM and Fraser DB. 1998. Constructing a Curriculum Vitae: The Radiologist's Resume. American Journal of Roentgenology, 171: 923-925.

Jackson AL, Geckeis, CK. 2003. How to prepare your curriculum vitae. VGM Career Books: Chicago. (available as an e-book from the library)

Assignment –

Part 1: Locate the curriculum vitae of an academic who is an anthropologist. Using the criteria described in your readings, critique the CV in no more than two pages. Does it have all the elements? What is missing? Is there padding? What are its strong points? The CV must be attached to your assignment.

Part 2: Create your own CV.

Assignment must be handed in at the beginning of the class.

## **Week 14 – How to publish your research**

Kitchin R and Fuller D. 2005. The Academic's Guide to Publishing. Sage: California. Chapters 1, 2 & 6.

Moxley JM. 1992. Publish, Don't Perish: the scholar's guide to academic writing and publishing. Greenwood Press: Westport.

Assignment –

Part I - In no more than two pages, answer the following: According to these sources, what is the best way to disseminate your research? At the level of the MA, what do you think is the best way to get your research published?

Part II – Choose a journal that you would most likely publish in given your interests in Anthropology. Find the "Author's Guide" for this journal. Answer the following questions and include the guide with your assignment (due at the beginning of class):

- What information must be included on the title page of a submission?
- How is a manuscript submitted to this journal?
- What format do images have to be in?
- Are there different types of articles in this journal? If so, what are they?
- Are there any costs associated with publishing in this journal?
- Who is the editor of the journal?
- Is it an international journal?
- Where do the tables go in a manuscript?
- What is DOI?

**Week 15 – What is it like to be a professor?**

No reading assignment

**Week 16 – UCF Anthropology Graduate Symposium – presentations of final posters**

POSTER PRESENTATION – given what you have learned this semester about designing presentations and research, your final project for the semester will be a poster presentation. You are to design a poster on PowerPoint. Your topic is your choice... it can be on your own research (if you are that advanced) or a topic that you are interested in. If you are writing a paper for another class, you can adapt it into poster form for this class if you choose. In lieu of the final exam we will meet during exam week for our final poster symposium. Like a professional meeting you are limited to posters of 3x4. You must be prepared with your own adhesive (tape) for putting up your poster on the wall.

**“Know Your Professors” Assignment**

Students are assigned to a particular faculty member of the UCF Department of Anthropology. Students will present a 15 minute biography of the faculty member. Points to consider – educational background, research publications (I expect that you will have read at least three of their publications if possible), academic accomplishments, etc. Is it a smart idea to interview them? Yes. PowerPoint presentations are expected. What is the point of this assignment? It is very important for graduate students to know who is in their department. Faculty members are an amazing resource. You are also taking courses with many of the professors, and if you have an understanding of their background it might be easier to understand where they are coming from, who influenced them, etc. You may find common interests that you did not know existed. All in all, it is just a very smart idea for students to know who is around them. Please note that in three cases students will be paired up for their presentations (we have more students in the class than faculty).

UCF Faculty	Date of presentation	Student presenter
Barber, Stacy	Sept 23	Lindsey Thomas
Chase, Arlen	Sept 23	Lisa Duffy
Chase, Diane	Sept 23	Amy Giroux/Beth Keller
Cowgill, Libby	Sept 23	Roberta Murphy
Dupras, Tosha	Sept 30	Keith Edwards
Geiger, Vance	Sept 30	Sarah Roberts
Howard, Rosalind (on sabbatical)	Sept 30	Sarah Kindschuh
Jones, David	Sept 30	Annie Clayton
Lieberman, Leslie	Oct 7	Sarah Mcmanus
Matejowsky, Ty	Oct 7	Mark Sullivan
McIntyre, Matt	Oct 7	Richard Chamberlin
Mishtal, Joanna	Oct 7	Patsy Holden
Schultz, John	Oct 14	Holly Champion
Silver, Patricia	Oct 14	Kim Harrod/Keri Tessitore
Stearman, Allyn (Emerita)	Oct 14	Petra Cunningham-Smith
Walker, John	Oct 14	Cheney Swedlow
Wallace, Ron	Oct 21	Charles Dionne
Zorn, Elayne	Oct 21	Noel Johns/Keisha Wiel