



MSM 311

Museum Field Studies

S2 External 2014

Dept of Environment & Geography

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General Information

Unit convenor and teaching staff

Kirsten Davies

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E7A, room 717

By appointment

Co-Convenor

Gina Hammond

gina.hammond@mq.edu.au

Credit points

3

Prerequisites

39cp including ((MSM202 or ELS202) and (MSM306 or MSM310))

Corequisites

Co-badged status

Unit description

In this unit students visit small, specialist and large city museums that offer employment opportunities in southeast Australia, to investigate the range of curatorial roles and assess the scientific and cultural value of individual objects in collections, the range of public programs and the status of information management. Assignments are based on comparative studies of museums visited.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections
- Develop skills for working in museums and galleries, particularly in regional settings
- Communicate knowledge of National Standards and ethical practice in a museum

environment

Varied cultural sector specific experience and perspectives will be gained through this unit

Assessment Tasks

Name	Weighting	Due
<u>Online Discussion</u>	5%	Friday 5pm week 1
<u>Project Summary</u>	10%	Monday 5pm Week 3
<u>Major Report</u>	40%	Monday 5pm Week 10
<u>Online Debrief</u>	10%	Monday 5pm; Week 12
<u>Reflections Journal</u>	20%	Monday 5pm Week 13
<u>Supervisor Report</u>	15%	Friday 5pm; Week 12

Online Discussion

Due: **Friday 5pm week 1**

Weighting: **5%**

[Task 1: Participation in online discussion \(5%\) - *Due 5pm Friday week 1*](#)

You are expected to take part in an online discussion in week 1. After reading the study guide you are to post any questions you may have, or respond to another's post. Should you have any questions regarding the study guide, this is where you need to post that question. DO NOT email the convenor with questions that should be posted online. We expect to see you engaging with the unit and the MSM311 student cohort from the beginning. Also, in your initial post, specify if you intend to take the Orange Field Trip version or find your own supervising partner.

On successful completion you will be able to:

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Project Summary

Due: **Monday 5pm Week 3**

Weighting: **10%**

Task 2: One page summary (10%) - Due 5pm Monday week 3

To be submitted by email to museumstudies@mq.edu.au and the subject line and file name formatted as requested:

The unit, task number, your Student Number, followed by your last name
(eg: MSM311-01-40399999 Darwin)

You are required to submit a one page summary that details your chosen project, it should include details of the supervising partner and the PACE process/es to be undertaken. If you are in the process of selecting your supervising partner, discuss what options you are considering and how you will approach this. If you wish to choose the Orange Field School option, you may wish to discuss the options you would prefer and how you are considering travelling to the location.

No more than 750 words / one page.

On successful completion you will be able to:

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Major Report

Due: **Monday 5pm Week 10**

Weighting: **40%**

Task 3: Major report (40%) - Due 5pm Monday week 10

You are required to write a report describing your experiences at the field school (or self-directed option) including what you learnt, and any challenges that you have identified for the Museum where you have been working (2000 words +/- 10%). This assignment should be written as a report that will be given back to your host institution to assist them in the future and as a record of your visit. Make sure that you thank and acknowledge those who have assisted you in the introduction of your report. Following your lecturer checking your report, it will then be your responsibility to send to your host institution.

*Please note education kit will need to be provided to Council at an earlier date to be discussed with the gallery. Email your assignment to: museumstudies@mq.edu.au

On successful completion you will be able to:

- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections
- Develop skills for working in museums and galleries, particularly in regional settings

Online Debrief

Due: **Monday 5pm; Week 12**

Weighting: **10%**

Task 5: Debrief – Online discussion with your peers (10%) - Due 5pm Monday week 12

As part of the wrap-up for this unit you will take part in an online discussion with your peers and convenor on the processes and outcomes of this PACE unit. The mark assigned will be based on the relevance and quality of your participation.

On successful completion you will be able to:

- Identify issues of relevance to the regional museums and galleries sector in Australia

Reflections Journal

Due: **Monday 5pm Week 13**

Weighting: **20%**

Task 6: Reflections journal (20%) - Due 5pm Monday week 13

The journal will informally describe your observations, challenges and learning's each day of the field school. This journal will take a diary format; an appropriate length should be a minimum of 1200 words. To be submitted by email to museumstudies@mq.edu.au - the subject line and file name must be formatted as requested:

The unit, task number, your Student Number, followed by your last name
(eg: MSM311-01-40399999 Darwin)

On successful completion you will be able to:

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections
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- Communicate knowledge of National Standards and ethical practice in a museum environment
- Varied cultural sector specific experience and perspectives will be gained through this unit

Supervisor Report

Due: **Friday 5pm; Week 12**

Weighting: **15%**

Task 4: Supervisor report (15%) - Due 5pm Monday week 12

This will be assessed by your academic supervisor in consultation with your host institution

supervisor following the field school. Your supervisor will be emailed a form or online questionnaire to complete and return to the convenor. For this reason, it is important to ensure that we have the correct contact details for your partner supervisor.

On successful completion you will be able to:

- Varied cultural sector specific experience and perspectives will be gained through this unit

Delivery and Resources

Technology

Students will need access to the internet and computer skills in the use of standard programs such as MS Word, MS Excel, MS PowerPoint and a PDF reader.

This unit has been structured to provide students with more direct experience with museum related content in the field school.

All other information will be provided through *iLearn*

Unit Schedule

For those attending the Field School option; In the first week of the mid-semester break we will be conducting the Sustainable Collections Program (SCP) field school based in Orange in the Central West of New South Wales. Students will be working with Orange Regional Art Gallery, regional museums (e.g. Molong, Millthorpe, Canowindra) and the Orange and District Historical Society. Information about the SCP can be found here: <http://www.centralnswmuseums.com.au/wp/wp-content/uploads/2010/06/SustainableCollectionsProjects.pdf> . Further details are available on iLearn.

Placements throughout the region will be negotiated individually by students and host institutions and supported by the PACE team in Science for the purpose of formalising agreements and WHS considerations. Dedicated tasks for the week will be assigned to each student well in advance of their arrival in the region. Prior to the commencement of this process of placing students you will be required to complete a 'Student Undertaking' which confirms your roles and responsibilities during the participation activity.

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy <http://mq.edu.au/policy/docs/grading/policy.html>

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit <http://informatics.mq.edu.au/help/>.

When using the University's IT, you must adhere to the [Acceptable Use Policy](#). The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

Learning outcomes

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections
- Develop skills for working in museums and galleries, particularly in regional settings
- Varied cultural sector specific experience and perspectives will be gained through this unit

Assessment tasks

- Online Discussion
- Project Summary
- Major Report
- Reflections Journal
- Supervisor Report

Commitment to Continuous Learning

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

Learning outcome

- Develop skills for working in museums and galleries, particularly in regional settings

Assessment tasks

- Major Report
- Reflections Journal

- Supervisor Report

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Communicate knowledge of National Standards and ethical practice in a museum environment

Assessment tasks

- Online Discussion
- Project Summary
- Reflections Journal

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections
- Communicate knowledge of National Standards and ethical practice in a museum environment

Assessment tasks

- Online Discussion
- Project Summary

- Major Report
- Reflections Journal

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- Identify issues of relevance to the regional museums and galleries sector in Australia
- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections

Assessment tasks

- Online Discussion
- Project Summary
- Major Report
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Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

Learning outcome

- Creatively assess information from a variety of sources and construct solutions to issues confronted by museums and collections

Assessment tasks

- Online Discussion
- Major Report
- Reflections Journal

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to

read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- Develop skills for working in museums and galleries, particularly in regional settings
- Communicate knowledge of National Standards and ethical practice in a museum environment

Assessment tasks

- Online Discussion
- Project Summary
- Major Report
- Online Debrief
- Reflections Journal

Engaged and Ethical Local and Global citizens

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

Learning outcome

- Communicate knowledge of National Standards and ethical practice in a museum environment

Assessment tasks

- Online Discussion
- Project Summary
- Reflections Journal

Socially and Environmentally Active and Responsible

We want our graduates to be aware of and have respect for self and others; to be able to work with others as a leader and a team player; to have a sense of connectedness with others and country; and to have a sense of mutual obligation. Our graduates should be informed and active participants in moving society towards sustainability.

This graduate capability is supported by:

Learning outcomes

- Develop skills for working in museums and galleries, particularly in regional settings
- Varied cultural sector specific experience and perspectives will be gained through this unit

Assessment tasks

- Major Report
- Online Debrief
- Reflections Journal
- Supervisor Report

Changes since First Published

Date	Description
30/07/2014	<p>I have logged in again as requested and finally it seems to be allowing us to submit for approval. The differences visible from the many previous times we have logged in to attempt this are that it no longer has the message (that was last viewed last night) saying we could not submit until it had been mapped - even though it clearly had been mapped. Thank you. ----- Forwarded message ----- From: onehelp@mq.edu.au <iteach.error@mq.edu.au> Date: Wed, Jul 30, 2014 at 10:31 AM Subject: Ticket 636238: Unable to publish Unit Guide Bug in iTeach To: Gina Hammond <gina.hammond@mq.edu.au> TICKET 636238 Dear Kirsten and Gina, We still were not able to replicate your issue and the draft is now at the submit for approval (please see screenshot). Please log in and click on "submit for approval" and then enter the description of what has changed. Kind Regards, Fiona LTSupport</p>