MSc Conservation Studies
Degree Handbook 2013-14

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Moodle
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Introduction

This handbook is for the MSc in Conservation Studies at UCL Qatar. It outlines the aims and objectives, degree structure and content, including outlines of all the modules, as well as information on UCL Qatar policies, and teaching and learning methods.

The handbook should be used alongside the UCL Qatar Graduate Handbook which contains information on all the MA and MSc programmes and module handbooks available at UCL Qatar, as well as further information on UCL Qatar as a whole. If students have any queries about the MSc in Conservation Studies, they should contact the Degree Coordinator, Dr Stavroula Golfomitsou.

Aims, Objectives and Learning Outcomes

The MSc in Conservation Science aims at educating future professionals in conservation, taking a practice-orientated holistic approach to cultural heritage preservation with a regional focus. The course is structured in such a way as to offer specialisation in the conservation of different object types ranging from movable to immovable heritage. Students will also be expected to undertake two placements. These can be carried out in Qatar or the wider region.

The MSc discusses professional codes of ethics and examines factors affecting the condition of cultural heritage assets and ways to preserve them using both preventive and remedial methods. Particular emphasis is given in a holistic approach to collections care and management, highlighting risk assessment and management. The degree is divided into two parts. The first aims to form a foundation where conservation theory and object conservation methods will be examined. The second part builds on lessons learnt in the first year, allowing students to specialise in conservation of different types of materials and contexts. The course is taught via a series of theoretical lectures and laboratory sessions given throughout the duration of the studies. The second year places particular emphasis on material science and research. Students will undertake two placements as part of their course, one at the end of the first year (4-week) and one at the second year (8-week). Finally, the dissertation is expected to be on a topic related to the specialisation of the student’s choice.

Aims and Objectives

The programme aims to:

- Provide education and training in conservation of archaeological and historical objects taking into consideration the unique environmental conditions experienced in the Arab region.
- Provide in depth understanding of the mechanisms involved in the deterioration of cultural heritage objects.
- Provide training in care and management of museum collections, including core skills such as documentation and preventative conservation.
- Provide training in research methods relevant to conservation through academic teaching and the supervised completion of a research thesis.
- Provide students with an understanding of the relevant legislation and ethical codes relating to conservation and preservation of cultural heritage.
- Give strong emphasis to conservation and material science which will allow students to identify and understand scientific issues.
• Provide students with the ability to undertake independent research making use of scientific evidence and methods.
• Provide students with an understanding of the relevant conservation and conservation science literature and how to access it.
• Develop critical thinking in relation to conservation practices in a number of different contexts.
• Enable students to undertake independent research in conservation and, potentially, to prepare them for research at PhD level.
• Provide conservation professionals with a focused training in practical conservation.
• Equip students with the practical skills and theoretical background needed to work in the regional museums and antiquities services of the region.
• Give students an awareness of the potential health and safety implications of the materials and approaches they will be employing and how to minimize potential risks.

Learning outcomes
At the completion of the MSc programme, students will have:

• Understanding of all the principles and ethical considerations which govern the conservation profession
• An in depth understanding of theoretical and practical issues in conservation
• The ability to operate as conservation professionals with a specialisation in the region
• Critical awareness of heritage issues as they relate to conservation practice
• Training in conservation skills relevant to museums and heritage sites
• Training in collections care and management
• Have a strong grasp of important theoretical issues, including the role of the conservator in a wider context
• Understanding of deterioration mechanisms of cultural heritage objects exposed to different environmental conditions and preventive methods to be used in each case
• Understanding of the methodology behind care of collections
• Understanding decision making processes in conservation practice
• Understanding and interpreting scientific evidence relevant to objects and conservation materials and communicating results and conclusions.
• Be competent in a range of technical skills relevant to cultural heritage, including digital and 3-D photography, illustration, specialised software, and data and finds management.
• Formulate and communicate research questions related to conservation issues
• Be able to design independent research projects, interpret analytical results and produce extended academic writing.
• Be able to safely carry out conservation work on a range of materials, selecting appropriate methods and tools.
Degree Structure

The degree structure is divided into two parts. The first aims at setting the foundation for conservation principles and theory, with an extended practical element focusing on conservation of objects from the wider region. The second part is the specialisation in a specific material or type of cultural heritage. The two-year programme comprises 8 core modules (mandatory, one of 45 credits, two of 30 credits each and five of 15 credits), 2 optional modules (15-credit each), two placements (4 weeks in year 1 and 8 weeks in year 2, each worth of 30 credits), and a Dissertation on a topic relevant to the Masters degree (90 credits). In their second year, students may choose to take one optional module of 15 credits, from the MA in Museum and Gallery Practice or the MA in Archaeology of the Arab and Islamic World. (Please refer to the relevant course handbooks for further details.)

The specialisation will be defined at the end of the first year. Lecturers will help with the arrangement of student placements, which may include a museum or a site in Qatar or elsewhere.

Year 1 (all Core modules)

Principles of Conservation (Semester 1, UCLQG211, 15 credits)
Module Coordinators: Dr. Stavroula Golfomitsou and Renata Peters (Institute of Archaeology, UCL London)

This course examines the nature and history of conservation and discusses practical, professional and ethical issues. It focuses on the role of conservation in related disciplines and on political, cultural and institutional contexts and their effects on conservation practice.
Investigating Objects (technology and deterioration) (Semester 1-2, UCLQG212, 30 credits)
Module Coordinator: Dr Stavroula Golfomitsou
Lecturers: Dr. Stavroula Golfomitsou, Dr. Franca Cole, Prof Thilo Rehren, Dr. Myrto Georgakopoulou, Dr Jane Humphris, Dr Leslee Michelsen

This module covers material culture, its technology and its deterioration mechanisms, taking a specific regional focus. It aims to provide a comprehensive understanding of the way objects were made. It also focuses on deterioration mechanisms and the ways in which these reflect the environmental conditions an object has been exposed to. The course discusses the physicochemical properties and characteristics of different materials, the technology and manufacturing techniques of objects, followed by the deterioration processes of these materials. The aim is to understand how all these factors are interlinked, the ways they affect the condition of an object and the significance they have in terms of conservation. The course will have both theoretical and practical elements, during which students will learn how to handle and examine objects and prepare detailed descriptions and condition assessments.

Introduction to Conservation practice (Semester 1-2, UCLQG213, 45 credits)
Module Coordinator: Dr Stavroula Golfomitsou
Lecturers: Dr. Stavroula Golfomitsou, Dr. Franca Cole, Stephanie Black

The course will provide students with all the necessary theoretical and practical background of conservation processes of different materials and types of objects with a focus on objects from the region. The students will work both independently as well as in groups, in order to develop professional skills and critical thinking regarding conservation treatments. The course will be delivered through lectures, demonstrations, seminars and laboratory work. The theory will cover conservation treatments and decision-making process in conservation. The practical aspect of the course will focus on the application of specific treatments, experimenting with different materials and processes, in order to allow students to develop their practical skills and thinking processes. The emphasis of the course is on the holistic understanding of objects conservation and the application of theory to underpin and support effective practice.

Technical Skills for Cultural Heritage (Semester 1, UCLQG011, 15 credits)
Module Coordinator: Argyris Karapitsanis
Lecturers: Stuart Laidlaw (Institute of Archaeology, UCL) and Caroline Hebron

The Technical Skills for Cultural Heritage module offers training in digital photography and archaeological illustration. It is a core course of the MSc, delivered by visiting lecturers. This course will prepare students with technical skills relevant to working in cultural heritage (museums, galleries, conservation, archaeology, site preservation etc.) and equip them to operate successfully as professionals in their chosen field.

Collections Care and Management (Semester 1, UCLQG012, 15 credits)
Module Coordinators: Dr. Stavroula Golfomitsou and Dr. Karen Exell

Collections Care and Management is a module shared across all three Masters programmes at UCL Qatar. The module introduces students to all aspects of managing museums and gallery collections:
documentation, collections management systems, preventive conservation, environmental monitoring, risk management, security issues, storage and loans management.

**Preventive Conservation (UCLQG214, 15 credits)**  
*Module Coordinator: Dr Stavroula Golfomitsou*  
*Lecturers: Dr. Stavroula Golfomitsou and James Hales (Institute of Archaeology, UCL)*

This module is a continuation of the Collections Care and Management module (UCLQG013) and examines all issues related to preventive conservation of museum objects. The module discusses condition surveys and how to set up priorities in a museum as well as the effects of microclimates in display cases and object storage and it is divided into two parts. The first examines preventive conservation methods with specific reference to environmental control and the role it can play in halting deterioration processes as well as methods for packing and transporting museum collections. The second part focuses on risk management and its application in a museum context. The module also has a project-based practical element. At the end of the module the students will be able to understand different preventive conservation measures and how corrosion and deterioration of materials can be halted by altering the environment to which an object is exposed.

**Placement (UCLQG218, 30 credits)**  
*Module Coordinator: Dr Stavroula Golfomitsou and Argyris Karapitsanis*

The first placement will allow students to apply the theoretical and practical skills they have learnt in a museum or a site. The students will work along with qualified conservation professionals who will supervise them.

Each student will report to a member of staff in the museum or site where the placement is taking place. This staff member will oversee their work on a day-to-day basis and confirm completion of the placement at the end. Where possible, the Module Coordinator will visit the placement on a regular basis, in order to assess the progress of the students and to discuss any issues with the student and staff. If the placement is taking place abroad and a visit is not possible, the Module Coordinator will maintain contact through email and Skype.

**Optional Courses**

**Object-based Learning (UCLQG013, 15 credits)**  
*Module Coordinator: Dr Stavroula Golfomitsou*  
*Lecturer: Prof. Elizabeth Pye*

This module is based on ARCL 142 module of the MA in Principles in Conservation at UCL Institute of Archaeology. It introduces material culture and technology and discusses the use and significance of objects in cultural heritage contexts and how these change over time. It also teaches students how to interpret and communicate the multiple narratives that objects represent.

**Interdisciplinary Methods for the Study of Cultural Heritage (UCLQG014, 15 credits)**  
*Module Coordinator: Trinidad Rico*

This module offers an overview of multi-disciplinary methods used for the study of cultural heritage. The aim of this module is to provide students with an overview of different ways of evaluating and conceptualising cultural heritage. The module will cover practices of documentation and appraisal.
from the perspective of different disciplines that engage with cultural heritage, in order to become familiar with the way heritage is interpreted and constructed from different vantage points. Moreover, the module also encourages debates around the relevance of each method of appraisal, considering its benefits and limitations. Each lecture and seminar is aimed to present a method and its context descriptively, and then to discuss its potentials and limitations in such a way that issues of heritage theory may also be attached to practice. The module also aims to provide support for dissertation writing by helping define the best methodology for the type of questions and resources that they are proposing during Semester 2.

Year 2: Core modules

**Advanced Conservation Processes (UCLQG221, 30 credits)**  
*Module Coordinator: Dr Stavroula Golfomitsou*  
*Lecturers: Dr. Stavroula Golfomitsou, Dr. Franca Cole, Stephanie Black, Dr. JoAnn Peters*

This module gives the students the opportunity to focus on the material or heritage asset of their choice. It forms the main core module of the second year. The options offered depend on the UCL Qatar expertise available and student preference. It includes theoretical lectures on specific issues related to the option chosen and laboratory work. The module will be largely research-based with the students undertaking a number of projects to investigate specific issues. The specialisation or focus will be decided at the end of the first year. Depending on the choices of the student body, some specialisations may be delivered by visiting lecturers in the form of compressed courses, with the teaching delivered during a single week (though not the reading and assessment). The choice of options may include conservation of archaeological sites, collections of the region, metals, and others. Options will be further defined once student interests have been ascertained.

**Material Science for Conservation (UCLQG222, 30 credits)**  
*Module Coordinator: Dr. Myrto Georgakopoulou and Dr Stavroula Golfomitsou*

This module discusses material and conservation science. It focuses on scientific methods used to investigate objects and issues related to conservation. The course will introduce students to a range of analytical techniques used to study different types of materials in cultural heritage. It considers the particularities of sample selection and preparation and the advantages and limitations of destructive and non-destructive analysis. In terms of material characterization, the module includes the use of optical and electron microscopy for the understanding of mineralogy, texture, and microstructure, and compares different techniques for elemental chemical analysis. Emphasis is placed on the use of X-ray fluorescence analysis (portable, benchtop, and EDS-SEM microanalysis) with hands-on practical sessions. Other techniques will also be introduced. The module will be taught through lectures related to the principles of each technique, supplemented by a series of laboratory sessions during which students will be able to carry out scientific analysis of a number of materials and objects, using a variety of techniques.
Optional modules
Students can choose one optional module from the MA in Museum and Gallery Practice or the MA in Archaeology of the Arab and Islamic World, each equivalent of 15 credits. Students will need to contact the coordinator of the module of interest and must specify to the MSc coordinator at the beginning of the academic year, the module on which they will be assessed. Suggested modules include: Managing Museums and Cultural Heritage, Curating contemporary Art from the MA in Museum and Gallery Practice and any 15-credit course from the MA in Archaeology of the Arab and Islamic World. Please refer to the relevant handbooks for more information.

Managing Museums and Cultural Heritage (Semester 2, UCLQG312, 15 credits)
Module Coordinator: Dr. Trinidad Rico
This module will cover the issues relevant to all aspects of managing heritage, museums and galleries, focusing on the Gulf region, from international legislation to community participation and the social role of heritage institutions. The module will analyse the international, national and local role of heritage sites, museums and galleries, and discuss how they can be successfully developed and managed in accordance with models of good practice and ethical principles. The module will introduce students to large scale project management principles and practice in order to equip them with the core skills to manage museum and gallery projects. Methods of thinking critically about, and evaluation of, cultural heritage projects is central. The module includes a practical element where the students will have the opportunity to apply and demonstrate their knowledge and skills of heritage management.

Curating Contemporary Art (Semester 2, UCLQG316, 15 credits)
Module coordinator: Dr. Karen Exell
The Curating Contemporary Art module will introduce students to a wide range of contemporary art practice and practitioners working in Doha and beyond. The module will cover aspects of art curation and education, community workshops and the role of art centres, art museums and commercial art spaces. In addition, the module will consider current developments in contemporary art in Doha and the wider region, examining the emerging art market and the local and regional interest in contemporary art. It will be taught through a series of seminars by art practitioners and professionals based in Doha. The aim of the module is to give an overview of the contemporary art scene in Doha and the region, to introduce students to the range of contemporary art practices, practitioners and institutions, and to critically assess the development and impact of contemporary art in the region.

Placement (UCLQG228, 30 credits)
Module Coordinator: Dr Stavroula Golfomitsou and Argyris Karapitsanis
Students are expected to complete a two month placement at the end of the second year (i.e. 8 weeks, based on a 5-day working week). This will be assessed with a report and portfolio in Year 2, Semester 2. The placement may be broken up into more than one period of work, permitting students to work at more than one site, museum or laboratory.
Placements are intended to be relevant to each student’s specialization and/or dissertation, and to be sourced and arranged in conjunction with the Module Coordinator and the Student and Research Manager.

The student is expected to demonstrate their own skills and learning and to develop these skills in the workplace. Each student will report to a named member of staff in the institution or project where the placement is taking place (e.g. site director, head of department, research project leader, museum director, curator or officer). This staff member will oversee their work on a day-to-do basis and confirm completion of the placement at the end, including duration, scope of activities and satisfactory participation.

The Module Coordinator will monitor the progress of the placement through regular contact with the student and the supervisory staff, via telephone, video call or email if abroad.

Each student will produce a portfolio and report of their placement. The report and portfolio will form the assessed part of the module. The report/portfolio will summarise the student’s work and specify the skills that they have learnt or improved. The portfolio will include examples of the student’s work on the project (e.g. copies of context sheets and workbooks, plans and drawings, matrices, photographic evidence, database, diary etc). It is recognised that in some cases the portfolio element will small, as not all valid placement work generates tangible output.

Further details of the placement can be found in the UCL Qatar Graduate Handbook and in the Placement Module Handbook.

UCL Qatar will cover the costs of travelling to and from the Placement and, additionally, provide a living allowance if abroad.

**Dissertation (Semester 2, UCLQG098, 90 credits)**

*Module Coordinator: Dr Stavroula Golfomitsou*

*Taught element coordinated by Dr. Trinidad Rico*

The dissertation is a piece of extended academic writing of up to 15,000 words which provides the students with the opportunity to pursue research according to an agenda of their own devising, on a topic relevant to the Masters degree and decided in discussion with the Degree Coordinator towards the end of Semester 1/early in Semester 2 of Year 2. The Degree Coordinator will advise on topics and suggest relevant supervisors and advisors who may be based at UCL Qatar or elsewhere. The dissertation allows students to utilise theoretical frameworks and methodologies learned through the Masters degree, to develop data analysis and research skills and to explore in detail relevant topics of personal interest. These topics will be related to their specialization and general interests or it may be related to their placement and may act as a starting point for further PhD research.

The module will include a taught element coordinated by Dr. Trinidad Rico, in Semester 2 with classes on developing research questions, research methods and resources, structure, argument and presentation, and will be closely supervised through one-on-one tutorials throughout the research and writing period. The supervisor will meet with each student at regular intervals during the writing up period, in person or via video call or phone. During Semester 2 of Year 2 students will meet with their supervisor to develop and deliver the following:

1. Research topic
2. Research questions and indicative bibliography/resources/case studies
3. Literature review
4. Structure and chapter headings
5. First chapter review.

The supervisor will meet with the student at regular intervals during the writing up period, in person or via Skype/phone. The deadline for the submission of the dissertation is Thursday August 17th 2014.
Summary of degree structure, assessments and submission deadlines

<table>
<thead>
<tr>
<th>Module</th>
<th>Credits</th>
<th>Coursework length and type</th>
<th>Submission deadline</th>
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<tbody>
<tr>
<td><strong>Year 1</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Principles of Conservation (UCLQG211)</td>
<td>15</td>
<td>Essay Plan (1000 words)</td>
<td>20th October 2013</td>
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<tr>
<td></td>
<td></td>
<td>Essay (3000 words)</td>
<td>26th November 2013</td>
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<tr>
<td>Investigating Objects (UCLQG212)</td>
<td>30</td>
<td>Essay 1 (3000 words)</td>
<td>12th November 2013</td>
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<tr>
<td></td>
<td></td>
<td>Essay 2 (3000 words)</td>
<td>18th March 2013</td>
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<tr>
<td>Introduction to Conservation Practice (UCLQG213)</td>
<td>45</td>
<td>Essay (3000 words)</td>
<td>18th February 2013</td>
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<td></td>
<td></td>
<td>Portfolio (6000 words)</td>
<td>28th April 2013</td>
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<tr>
<td>Technical Skills for Cultural Heritage (UCLQG011)</td>
<td>15</td>
<td>Project portfolio</td>
<td>23rd October 2014</td>
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<td>Collections Care and Management (UCLQG012)</td>
<td>15</td>
<td>Project portfolio</td>
<td>10th December 2014</td>
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<td>Preventive Conservation (UCLQ214)</td>
<td>15</td>
<td>Project Portfolio</td>
<td>29th April 2014</td>
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<td>Option: Object-Based Learning (UCLQG013)</td>
<td>15</td>
<td>Essay</td>
<td>18th January 2013</td>
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<td>Option: Interdisciplinary Methods for the Study of Cultural Heritage</td>
<td>15</td>
<td>Project Portfolio</td>
<td>12th January 2014</td>
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<td>Placement I (UCLQG218)</td>
<td>30</td>
<td>Report and Portfolio</td>
<td>10th June 2014</td>
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<td><strong>Year 2</strong></td>
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<tr>
<td>Applied Conservation Processes (UCLQ221)</td>
<td>30</td>
<td>Essay and Project Portfolio</td>
<td>20th November 2014</td>
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<td>Project Portfolio</td>
<td>30th March 2014</td>
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<tr>
<td>Material Science for Conservation (UCLQ222)</td>
<td>15</td>
<td>Project Portfolio</td>
<td>10th December 2013</td>
</tr>
<tr>
<td>Option course (equivalent to 15-credits) from the MA in Museum and Gallery Practice or the MA in Archaeology of the Arab and Islamic World</td>
<td>15</td>
<td>Essay or Project Portfolio</td>
<td>Please check handbooks of relevant courses and refer to degree Coordinators (Dr. R.Carter: <a href="mailto:robert.carter@ucl.ac.uk">robert.carter@ucl.ac.uk</a> and Dr. Karen Exell: <a href="mailto:k.exell@ucl.ac.uk">k.exell@ucl.ac.uk</a>)</td>
</tr>
<tr>
<td>Placement II (UCLQG228)</td>
<td>30</td>
<td>Report and portfolio</td>
<td>10th June 2014</td>
</tr>
<tr>
<td>Dissertation (UCLQG098)</td>
<td>90</td>
<td></td>
<td>17th August 2014</td>
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</tbody>
</table>

Site and Museum visits

There will be a number of compulsory sessions and visits to museums, sites and laboratories in Qatar as part of teaching modules. UCL Qatar staff will also organise trips to sites in Qatar, in which students are encouraged to participate. Students will also be encouraged to take part in any conservation activities and conservation research projects run by staff and QMA museum staff in Qatar. With the agreement of the Degree Coordinator, this participation can contribute towards Placement requirements.

Teaching Schedule

The MSc in Conservation Studies is an intensive two-year programme. Each year, teaching takes place across two fifteen week semesters: Semester 1 teaching runs from the start of September to
December, and Semester 2 teaching from mid-January to the end of May. Each semester has a Reading Week, and national holidays such as Eid and National Sports Day are observed. Placement of year 1 takes place in May and of year 2, April-May. The period June-mid-August is set aside for dissertation work. The detailed timetable for each module is in the module handbooks and on the relevant Moodle site.

**Teaching Methods**
During Induction week the students will meet the principal lecturers for the MSc in Conservation programme. This will give us an opportunity to talk through the programme structure. We will also go through the Handbooks and make sure that all students are able to access module and programme information on the Moodle site.

**Teaching and learning**
The MSc in Conservation Studies is a postgraduate degree and students are expected to take a high degree of responsibility for their learning and studying. Each module comprises a set number of contact hours (lectures, seminars, and laboratory sessions) which are compulsory, and an additional number of hours allocated to background reading and the preparation of project work and assessed module work. Typically, a teaching session will last two to three hours and consist of a lecture, divided by a short break, followed by seminar discussion. The laboratory sessions are compulsory as they form the practical element of the course. In some sessions students will be asked to make short presentations on the topic, either singly or in groups.

Some module elements are taught by guest lecturers. In these cases the majority of contact hours will be compressed into one week.

There will be a variety of methods of delivery which include lectures, seminar discussions, practical classes, and student-led presentations. Practical training will also be provided as part of their Placements. The class size will be small, except for the parts of the modules shared across all the Masters programmes, such as Technical Skills for Cultural Heritage and Collections Care and Management, where students will work alongside their colleagues on the other UCL Qatar degree programmes.

**Participation and group work**
The seminars are intended to be interactive and we encourage students to participate in the discussion as this enriches the learning experience for all. Student will sometimes be asked to deliver short presentations during the seminars, singly or in groups.

**Dyslexia and other Disabilities**
If you have dyslexia or any other disability, please make your lecturers aware of this. Please discuss with them whether there is any way in which they can help you. Students with dyslexia are reminded to indicate this on each piece of coursework. Help is available with all kinds of learning difficulties (initially, see [www.ucl.ac.uk/disability/services/dyslexia-centre](http://www.ucl.ac.uk/disability/services/dyslexia-centre)).
Prerequisites
Students accepted onto the MSc in Conservation Studies are expected to have a good first degree, normally a 2:1 or above (or international equivalent), to be fluent in English, and to have experience of working in a museum or similar organisation, either as a volunteer or as an employee.

Degree assessment
The Board of Examiners normally meets at the end of each year. At that time, students who have completed all elements may be recommended for the award of a degree. Degree results will be graded as a Distinction, Pass or Fail. The requirements for each grade are as follows:

Distinction
A candidate must normally achieve 70% or above in (i) the weighted arithmetic mean of all components of the degree, including 70% or above in (ii) the Dissertation, and (iii) in 90 credits of taught courses (being ca. 1/3rd of total credits for taught courses). In addition, there must be no marks below 50%, no condoned marks, no re-sits, and all marks must be based on first attempts.

Merit
A candidate must normally achieve i) 60% or above in the weighted arithmetic mean of all components of the degree, and ii) 65% or above in the Dissertation. In addition, there must be no marks below 50%, no condoned marks, no re-sits, and all marks must be based on first attempts.

Pass
In order to pass students must have completed 360 UCL credits and passed all assessed work, including the Dissertation, with a pass mark of 50% or greater. Ca. 25% of the programme’s taught element excluding the Dissertation and Placement, may be condoned at 40-49%. Thus a pass may still be given if marks are between 40-49% in 60 credits worth of courses (equals 25% of the total of 210 credits of taught modules in this Masters). Within this limit only 1 core course can be condoned.

Fail
The mark for the dissertation is less than 50%, or the mark for more than 25% of the taught elements is less than 50%.

Coursework
Methods of assessment
Methods of assessment vary from module to module, with details given in each module handbook. A 15-credit module will usually be assessed by the equivalent of a 3000 word piece of work, usually in the form of an essay, while a 30 credit module will require two such essays. Alternatively, some modules may have a greater number of smaller essay requirements, the total amounting to not more than the equivalent of 4000 words (15 credit modules) or 8000 words (30 credit modules).

Some modules require the presentation of a portfolio element and report (drawings, completed computer assignments etc.). In the case of the Placement, confirmation is also required from the host that the stated work has taken place satisfactorily (a form will be supplied by the Student and Research Manager).
If students are unclear about the nature of an assignment, they should contact the Module Coordinator. The Module Coordinator will be willing to discuss an outline of their approach to the assessment, provided this is planned suitably in advance of the submission date.

Written work is to be submitted in hard copy to the Student and Research Manager, and digitally via Turnitin. Some module assessment elements cannot be submitted via Turnitin and should be submitted only via the Student and Research Manager. Students should check individual module handbooks to confirm whether this is the case and ask their Module Coordinators if they have any doubt.

**Oral examination**
All MA/MSc students are required to attend an oral examination, normally as part of their Dissertation assessment. This will usually be held in June of Year 2. In it you will be asked to present and discuss your work to date and your dissertation plans. The oral examination will be conducted by the Degree Coordinator and other academic staff member and will normally last for about 20 minutes. The assessment is ‘satisfactory’ or ‘unsatisfactory’. Students may regard the examination as a progress meeting, albeit a mandatory one. In the event of a problem being identified by the examiners you may be invited to attend a formal viva voce examination with the External Examiner for the degree also in attendance.

**Workload**
The MSc in Conservation Studies is an intensive full-time programme amounting to 3800 learning hours over two years. In addition to formal teaching, preparation for the laboratory sessions, seminars and module coursework requirements will take up most of your time. The full schedule of the programme is available on the UCL Qatar Moodle site. The handbooks for individual modules give the hours of teaching and other scheduled activities.

**Moodle**
UCL uses an online learning resource called ‘Moodle’. The MSc in Conservation Studies degree Moodle site address is:

You should regard this site as the ‘virtual home’ for the duration of your study. The site contains electronic copies of module documentation, online reading lists, timetables and schedules, and includes a message board, calendar of events, and resources, as well as links to the Moodle sites for each of the individual core modules. Please visit the site frequently and make use of its many functions and resources.

**Library sources**
UCL Qatar library is found on the second floor of the Georgetown library. It can be accessed through: http://www.library.georgetown.edu/qatar/

UCL online resources can be accessed via http://www.ucl.ac.uk/library/eresources.shtml

Virginia Commonwealth University, Qatar, library: http://www.qatar.vcu.edu/library/
Mathaf library: http://mathaf.org.qa/

Useful Links
Abstracts of International Conservation literature (AATA): http://aata.getty.edu/Home
Bibliographic Database of the Conservation Information Network (BCIN): http://www.bcin.ca/
Conservation online (CoOL): http://cool.conservation-us.org/
Conversations on Conservation: http://uclconversationsonconservation.blogspot.com
Getty Conservation Institute: http://www.getty.edu/conservation/
ICCCROM (International Centre for the Study of the Preservation and Restoration of Cultural Heritage): www.iccrom.org
Institute of Conservation (ICON) : http://www.icon.org.uk/
International Institute for Conservation for Historic and Artistic Works (IIC): http://www.iiconservation.org/
UNESCO 1972 Convention Concerning the Protection of World Cultural and Natural Heritage: http://whc.unesco.org/en/convention

Preliminary Reading


