1. Introduction

1.1 People

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Director of Studies</strong></td>
<td>The main contact for all your course and supervision queries is your Director of Studies in your College. For any queries that your DoS cannot answer, or for any difficulties you encounter that relate to the Department, please feel free to contact the Social Anthropology Director of Undergraduate Education (see below).</td>
</tr>
<tr>
<td><strong>Director of Undergraduate Education, Social Anthropology</strong></td>
<td>Dr Matei Candea, <a href="mailto:mc288@cam.ac.uk">mc288@cam.ac.uk</a>&lt;br&gt;Office Hours: Please make an appointment by email</td>
</tr>
<tr>
<td><strong>Head of Department, Social Anthropology</strong></td>
<td>Dr Sian Lazar, <a href="mailto:hod@socanth.cam.ac.uk">hod@socanth.cam.ac.uk</a></td>
</tr>
<tr>
<td><strong>Undergraduate Administrator, Social Anthropology</strong></td>
<td>Claudia Luna: <a href="mailto:cl353@cam.ac.uk">cl353@cam.ac.uk</a>&lt;br&gt;Claudia administers all undergraduate teaching in Social Anthropology, as well as all matters concerning Social Anthropology undergraduates taking the following tracks: SocAnth, SocAnth/Pol and SocAnth/Religious Studies.</td>
</tr>
<tr>
<td><strong>Course Coordinators for all Social Anthropology (&quot;SAN...&quot;) papers</strong></td>
<td>A list of course coordinators is available here: <a href="https://www.socanth.cam.ac.uk/downloads/paper-coordinators">https://www.socanth.cam.ac.uk/downloads/paper-coordinators</a>&lt;br&gt;Each course coordinator is available by appointment. Please see here for details <a href="https://www.socanth.cam.ac.uk/current-students/current-ug-student-info">https://www.socanth.cam.ac.uk/current-students/current-ug-student-info</a></td>
</tr>
<tr>
<td><strong>Wellbeing Officer</strong></td>
<td>Dr M. Candea (<a href="mailto:mc288@cam.ac.uk">mc288@cam.ac.uk</a>) is the Department’s Wellbeing Officer and is available to help students if they feel they need support or someone to talk to. For more information, please see the Department’s wellbeing page: <a href="https://www.socanth.cam.ac.uk/about-us/student-wellbeing">https://www.socanth.cam.ac.uk/about-us/student-wellbeing</a></td>
</tr>
<tr>
<td><strong>Complaints</strong></td>
<td>The Department is always very happy to hear about student experiences of teaching. If for some reason a student is dissatisfied with matters that concern teaching in the Department or the University, students are able to initially raise a complaint with a suitable member of staff within the Department of Social Anthropology. In the first instance, this will be Dorothy Searle (Departmental Administrator) or Dr Perveez Mody (Director of Undergraduate Education). If the matter is serious or where students remain dissatisfied, a complaint can be made through the complaints process available at central University level <a href="https://www.studentcomplaints.admin.cam.ac.uk/">https://www.studentcomplaints.admin.cam.ac.uk/</a></td>
</tr>
<tr>
<td><strong>Other HSPS Administrators</strong></td>
<td>HSPS Faculty Teaching Administrator: Hayley Bell, <a href="mailto:hab41@cam.ac.uk">hab41@cam.ac.uk</a>&lt;br&gt;Polis &amp; International Relations: Alice Jondorf, <a href="mailto:ugadmin@polis.cam.ac.uk">ugadmin@polis.cam.ac.uk</a>&lt;br&gt;Sociology: Odette Rogers, <a href="mailto:ohmr3@cam.ac.uk">ohmr3@cam.ac.uk</a></td>
</tr>
<tr>
<td><strong>Student Members</strong></td>
<td>Two students (one single track Social Anthropology, one Joint Track) from each year group (IIA and IIB) volunteer as student members who are elected by the student body to discuss educational and teaching matters regularly with the Director of Undergraduate Education and to take student feedback to the teaching staff in the Department at the termly...</td>
</tr>
</tbody>
</table>
Undergraduate Education Committee and the termly Social Anthropology Department meetings. This is a rewarding role contributing to the smooth running of the Department and enhancing the experience for all students reading Social Anthropology. To volunteer please email Claudia Luna (cl353@cam.ac.uk) who will be asking for nominations for the election.

Additionally, student members (single track) will also be able to present student feedback at the Tripos Management Committee (TMC). This committee focuses on teaching matters related to the HSPS Tripos and meet twice a term.

The elected Student members contact details will be published on Information for Undergraduates webpage, https://www.socanth.cam.ac.uk/current-students/current-ug-student-info/current-ug-student-info-overview

In addition, the University will hold elections (in conjunction with the Cambridge University Student Union) to elect one representative from across HSPS to serve as the student member on the Faculty Board, the governing body of the Faculty.

Further key contacts

| The list of all academics and post-doctoral researchers in the Department can be found in the People section on the Department website: www.socanth.cam.ac.uk/directory |

1.2 Resources

Department Website

The Current Students drop-down menu on the Department’s main website - www.socanth.cam.ac.uk - is the first point of reference for up-to-date information on your course. Just like this Student Handbook, the “Current Students“ tab has all the key information that you might need available via one drop-down menu. The page has links to details such as Timetables, important information for Undergraduates such as Key People, online links to this Student Handbook, Registering on a Track and Paper Options, Supervision in Social Anthropology (and how it works in our subject), Essays and Examinations (including the HSPS *Marking and Classing Criteria* - also provided at the end of this document for convenience), Policies such as the HSPS policy on Plagiarism, Recording Lectures in Social Anthropology, Health and Safety and finally - links to further anthropology degrees and the University’s fantastic Careers Service that will help support you once you finish your degree.

The ‘Information for SAN Students Moodle’ site is the central repository of any important information about your teaching and assessment, and any changes to these due Covid-19. https://www.vle.cam.ac.uk/course/view.php?id=209371
Emails
This year more than any other due to the changes brought by COVID-19 on the teaching life of the University, please check your ‘@cam’ email account regularly (at least once a day if not twice) for important information about your course and any updates to lecture times. The Social Anthropology undergraduate administrator (Claudia Luna) will contact you regularly with key information – please ensure you read her emails carefully and respond in a timely fashion.

Timetables
We recommend you use the University of Cambridge Online Timetable - www.timetable.cam.ac.uk/ - for the most complete and up-to-date version of the timetables. Links to the online timetables can be found on the Department website: https://www.socanth.cam.ac.uk/current-students/timetables
The timetable will also detail the mode of delivery of your teaching this year which is listed under each event, for example, a live online lecture will say “Zoom” which indicates the live event, or a recorded lecture will say “Moodle” indicating that a digital recording which can be found on the relevant Moodle page for that teaching at the scheduled time. For all in-person teaching, the timetable will indicate the location of the session.

CUSAS or the Cambridge University Social Anthropology Society
CUSAS is probably the most involved and engaged and most recognized student anthropology society in the country. It organises weekly seminars and “Brown-Bag” lunches, as well as Department parties so it is well worth getting involved! Their Term-card can be found on the Department’s “events” page. https://www.socanth.cam.ac.uk/events/cusas-event-collection

Department notices
All Department notices will be sent via email and public notices will be posted on the website. Please check the Department website regularly to stay aware of events in the Department.

‘Dates for your Diary’, attached and on our website, it gives an overview of your year ahead. (https://www.socanth.cam.ac.uk/current-students/current-ug-student-info).

Teaching resources on Moodle
Reading lists, past exam papers, exam reports, announcements and additional teaching materials such as handouts and lecture slides can be accessed through the Moodle courses. Each paper has its own Moodle course, including a Dissertation Moodle course which you must use if you are doing a Social Anthropology dissertation.

Students are automatically enrolled on the Moodle courses for their paper choices and you can find links to those courses in the Dashboard section of Moodle - www.vle.cam.ac.uk/my/. Your Raven authentication is required to login and further technical help may be found on the Moodle help pages https://www.vle.cam.ac.uk/course/view.php?id=156022 All students also have ‘Guest’ access to all Social Anthropology undergraduate courses by way of Raven access. You can find a link to this on the right-hand side of that paper’s page on the Department website.

N.B. Ensure you are registered on the Moodle courses for the papers you are studying at the start of term. If you are not – please email Claudia Luna (cf353@cam.ac.uk) immediately.

If you wish to access the teaching for a paper that you are not registered for, please email the Undergraduate Administrator to request permission for access to the relevant Moodle folder to do so.
If you experience problems accessing the Social Anthropology Moodle courses, or receiving Department communications please contact the Undergraduate Administrator, Claudia Luna (cl353@cam.ac.uk) asap.

Language resources
If you are interested in learning a new language or improving your command of one you know already, either for scholarly reading or for fieldwork, please contact the Advising Team at the Language Centre - www.langcen.cam.ac.uk. Faculties such as Asian and Middle Eastern Studies (AMES) also offer all-comers language courses in some select languages (e.g. Hindi, Urdu) so please check their web pages early in the year if you would find it helpful to attend these, especially if you are planning to do fieldwork where knowledge of the language would prove important.

Visual Anthropology Library & equipment
We have a unique Social Anthropology Visual Library, containing reference books and videos which are available to all students and staff. Additionally, for anyone wishing to explore visual anthropology through creative film making and editing, we have new resources within the Department. Across two rooms we offer facilities for video editing and research. There are a number of new high specification computers running Adobe Creative Suite Master Collection CS6 for video editing. A range of high-definition video cameras, tripods, and high-quality microphones are available for long and short-term loan. In addition, we can offer some technical training to newcomers in the use of the equipment. While the University offers long term digital archiving through the publicly accessible DSpace, we can provide short-term storage for the video production while in process.

At present, these facilities are not available due to Covid-19 restrictions. For more information and for procedures for requesting access to these facilities when we are able to resume them, see www.socanth.cam.ac.uk/media/visual-anth-lab

1.3 Libraries

Haddon Library
With the start of Michaelmas 2021, the Haddon Library will be open on weekdays (see hours below). The Library may need to make changes to their services at short notice in response to COVID-19 restrictions required by the UK Government and the University of Cambridge. Please check the Haddon website regularly for updated information on http://www.haddon.lib.cam.ac.uk

The Haddon Library is located on the north side of the Downing Site, near Pembroke College, in the centre of town. The Library is up one flight of stairs, but information about wheeled access to the building, and other accessibility topics, is available on their website.

The Haddon Library is staffed Monday-Friday 08:45-17:15 in term time (and 09:00-17:00 in vacations). Although face coverings are no longer required, the library does encourage you to wear them in the Library where social distancing cannot be maintained or as a courtesy to others.
if they request it. Please also be aware that the library will need to keep its windows open to encourage air circulation, so you might want to bring an extra jumper.

The Haddon Library specialises in Social Anthropology and Archaeology and has up to 40 spaces to work in its gorgeous Edwardian reading room and upstairs McBurney Room. At this time, you do not need to book your study space or a time to borrow/return books ahead of time.

You will find a wealth of information about getting started with libraries, skills training, studying and research on the Haddon Library’s website. The library also provides access to past undergraduate dissertations, which you can find more about on the library’s website.

Top tip: The university’s library catalogue is called iDiscover and is a very useful tool https://idiscover.lib.cam.ac.uk iDiscover allows you to search the University Library and every Faculty and College library’s print and online collections with a single search, as well as search for journal articles, book reviews, encyclopaedia entries, scores and more.

Finally, the Haddon Library (alongside the Department) have recently begun the process of putting your reading lists onto a new system called Reading Lists Online. You can search RLO at https://libguides.cam.ac.uk/Leganto/students. Reading lists linked via RLO show you the Cambridge library location and availability of print books and link to electronic books, articles and websites, videos and digitised chapters, allowing you to click through via a link to find digital or paper reading sources more easily. Please be aware, however, that your RLO may not list all copies of all libraries available to you, including your College Library, so it’s always worth searching on iDiscover to find all the Cambridge libraries that have your item.

Please be in touch with the Haddon Library if you have any questions or concerns about finding resources on your reading lists or for your research. Their email address is haddon-library@lists.cam.ac.uk

Other Faculty Libraries which might be useful too:
- The Seeley Library, Faculty of History, Sidgwick Site
- Experimental Psychology Library, Downing Site
- History and Philosophy of Science Library, Free School Lane

2. Teaching

The University of Cambridge has stated that following the lifting of social distancing and other restrictions by the UK government they plan to provide as much in person teaching as is possible in the academic year 2021-22. In the Department of Social Anthropology, we are supporting in person teaching and supervision wherever it is possible. The great majority of our lectures and seminars in Michaelmas 2021 are set to take place in person, although we have given extensive thought to alternative provision for those unable to attend. A few lectures will need to be given online. Where this is the case you can find details on the Moodle courses and online timetable for each paper.

2.1 Safety Guidance on teaching for students in 2021-22

For full University guidance and information on covid-19 relating to students please see here - https://www.cam.ac.uk/coronavirus/students
The University has stated that they will adopt precautionary behaviours (control measures) to minimise COVID-19 transmission, identified through risk assessment and guidance, together with encouraging new courtesies and etiquette around face coverings and social distancing between individuals.

The Department of Social Anthropology is supporting in person and hybrid teaching and supervision wherever it is possible and in response to local risk assessment and changes in the public health situation.

General University control measures:

- Observe local building control measures, these should be clearly indicated.
- Maintain a degree of social distancing at all times.
- Make use of sanitiser and cleaning materials where they are available.
- If you have any symptoms of COVID-19 you should not attend the Department or a centrally managed teaching space. For symptoms of Covid-19 follow the University’s instructions on what to do – https://www.cam.ac.uk/coronavirus/stay-safe-cambridge-uni/report-symptoms-and-get-a-test
- The University encourages individuals to carry out twice weekly COVID-19 lateral flow testing or to participate in local College COVID-19 testing programmes. To obtain lateral flow tests see the government website.
- The University encourages individuals to take up a COVID-19 vaccination.

Centrally managed teaching spaces (eg. Mill Lane Lecture Rooms etc.)

Some in person teaching will be carried out in centrally managed spaces, where local risk assessments have been carried out and control measures will be clearly indicated to you. Please be patient and follow local guidance as indicated.

Department teaching and supervision

Below is a summary of control measures in place at the Department of Social Anthropology according to the local risk assessment. The local risk assessment assumes all persons present will follow these measures:

- Follow the signage in the Department regarding control measures.
- The use of face coverings is strongly recommended in all communal areas; while attending a lecture or seminar we ask that you only remove your face covering if you are contributing to discussion or asking a question. Staff may ask you to follow particular control measures and we ask that you follow these if possible.
- Please maintain a degree of social distancing at all times. The Department teaching rooms (Edmund Leach, Meyer Fortes and Hopkinson Loft) will have 1m distancing markings on the floor for guidance and the Department will be operating on a reduced occupancy for the teaching rooms.
- Hand sanitiser and cleaning materials will be available throughout the Department. Please make use of these frequently and where indicated.
- The Department teaching/ meeting room windows will remain open during the day in term time and there will be an appropriate period of no occupancy between Department room bookings. Mechanical ventilation systems will remain on at all times to increase ventilation. The Edmund Leach room has mechanical fresh air ventilation and windows. The Meyer Fortes and Hopkinson Loft have natural ventilation through windows.
Provision for those who cannot attend
The Department is aware that some students may from time to time be unable to attend teaching for a variety of reasons. Please do not worry if you miss the occasional lecture. While lectures are here to help guide and orient you, the core of your learning in Cambridge happens through your own reading, research and essay writing, guided through regular supervisions and essay feedback. This personalized and robust system means that missing the occasional lecture is unlikely to adversely impact your learning.

However, if you would like to catch up on missed lectures, an audio or video recorded version of most of them will be made available on Moodle (see below). Depending on the technology that is available in the teaching rooms some lectures may also be live streamed for those unable to attend on the day.

Seminars will not be recorded, because we feel that this is not conducive to free and exploratory discussions. However, seminars will be given in a hybrid format, allowing for remote participation, as far as is possible with the technology that is available in the teaching rooms.

Links to recorded, live streamed or hybrid teaching will be available in the Moodle courses for SAN Papers. If you cannot access the relevant Moodle course, please email the Undergraduate Administrator (Claudia Luna, cl353).

Specific learning requirements
If you have specific learning requirements please communicate with your College and the DRC in the first instance.

2.1 Course Guides

Each SAN paper has a guide giving core details such as the syllabus, the titles and listing of lectures and seminars for that paper as well as core recommended readings for it. These guides can be found on our social anthropology website and on each SAN Moodle Course. The guides are useful for choosing paper options, for following the course of lectures as they unfold and for revision. They are also ideal for vacation work either as preparation or consolidation.

Paper guides for other subjects in the HSPS tripos can be found here:
Politics and IR: www.polis.cam.ac.uk/Undergrad/Current
Sociology - https://www.sociology.cam.ac.uk/current-undergraduates

Teaching and Content Warnings

Social Anthropology encompasses the study of all aspects of human social life. Many of these are positive, and studying them can be a cheering and enlivening experience, but others of course are negative. So, the discipline rightly seeks to address ethnographically and develop our understanding of a range of difficult phenomena including conflict and war, illness and disease, poverty, exploitation, oppression, abuse, and suffering in various forms.

As responsible adults, students may need to exercise discretion in reading texts that deal with these matters, especially if they have personal experiences of any of these states of affairs. Of course, academic study can be empowering in relation to such experiences, so it would be a mistake to assume that material relating to one’s personal experience, even where those have
been negative, should be avoided. In many cases, anthropologists and other social scientists are motivated to study difficult subjects precisely because they have such experience. That process can be challenging as well as rewarding.

It would not be possible, even were it desirable, for the Department to anticipate which specific subjects might be personally difficult for some particular students. And the Department does not issue so-called 'trigger warnings' about specific academic materials. If individual students have concerns about their own reactions to specific thematic content, then in addition to exercising their own discretion (specific individual readings are virtually never absolutely required, and alternative topics and readings are generally available) they are encouraged to consult their supervisor, Director of Studies, or Tutor in confidence.

2.2 Supervision

Supervisions for all “SAN” papers are organised by Directors of Studies. Unlike the rest of HSPS (where supervisions are centrally organised through sign-up lists and the like) we believe that one of the strengths of our Social Anthropology course is the convention that students are normally supervised by the same supervisor across quite a range of topics and essay questions for each Social Anthropology paper they take, normally, in fact, for the entire paper and through the whole year. This allows for the supervisor to help guide the students through the range of anthropological materials they encounter in lectures and their supervision work, as well as allowing the supervisor to track improvements, progress and to spot emerging concerns early.

Experience shows that it is highly desirable for Directors of Studies to arrange for immediate contact between students and their supervisors before or at the very start of Michaelmas Term. If a student is uncertain about who is supervising them or has not heard from a supervisor for a Social Anthropology paper by the end of the first week of Full Term, they should immediately contact their Director of Studies.

If there are problems your Director of Studies cannot resolve and particularly if there is no contact with a supervisor by the second week of Full Term, you should alert the Director of Undergraduate Education in Social Anthropology (Dr Matei Candea mc288@cam.ac.uk).

Students should expect to receive approximately three supervisions a term for each core paper, and two supervisions a term for each optional paper. Revision supervisions are often provided at the discretion of the Director of Studies and supervisor during the Easter Term. Students should begin having supervisions as early as possible in Full Term, and should begin setting up a timetable for the term ahead with their supervisor by the beginning of Week 2. For every lecture series, lecturers in Social Anthropology try to provide possible supervision questions and readings so that students are able to get started independently on supervision work as soon as the lectures begin. This is strongly recommended as it prevents you from falling behind as well as safeguarding against unnecessary bunching of essays at the end of the term.

Please note: There are no supervisions for SAN4 (the Ethnographic Area Papers) because they are taught by seminar discussion, with students read for each seminar and prepare seminar presentations instead of supervision essays through the course of the year.
2.2 Essays

The supervision essay is your individual answer to a question from your supervisor. Through essay writing you develop your views about what you have read and heard. For detailed advice, see the Social Anthropology Essay Writing Guide on the website: www.socanth.cam.ac.uk/current-students/current-ug-student-info/ug-essays-and-exams

If you feel you haven’t quite figured out how to write an Anthropology essay or have questions such as - how much ethnography versus theory should I be using in my essay, then this guide will be invaluable because it has been written by us to help you understand the ins and outs of anthropological argument and how to be effective in your writing.

2.3 Recording Lectures

With the increase of recordings of teaching and learning materials, the University has introduced a Policy governing the creation, usage and management of these materials.

Please see https://www.educationalpolicy.admin.cam.ac.uk/supporting-students/policy-recordings to download the Policy on Recordings of Teaching Materials/Lectures, and other Teaching, Learning and Assessment Activities. This policy was introduced with effect from Monday, 5 October 2020.

Where teaching sessions are recorded, you will be provided with access to the recording, which you may use only for your own private study or non-commercial research. Access to recordings will be managed by your course and may be of time-limited duration. You may not share or disseminate the recording or material from it, including excerpts, in any format or media. Breaches may be subject to disciplinary action. Please see https://www.educationalpolicy.admin.cam.ac.uk/supporting-students/policy-recordings/recordings-student-information-sheet for further details.

Lectures and presentations are the intellectual property of the presenter, whether a staff member or student, who retain control over their use and dissemination. Recording, photographing or filming teaching (lectures, seminars) in any form is prohibited. Students who have a documented disability may be granted an exception to record lectures and presentations, but not question sessions, seminar discussions and similar settings. Please contact the Disability Resource Centre - http://www.disability.admin.cam.ac.uk/students/current-students/advice-and-guidance/recording-lectures - if you feel there is a need to record your lectures.

3. Exams

Students should contact their Director of Studies at their college to register for examinations. In 2020-21, your assessments in Easter Term will once again be taken online. The Department will write to all students during Michaelmas Term to communicate the details. Your college will provide you with a personal exam timetable approximately four weeks before examinations start. For further information on essays and examinations in Social Anthropology, the essay writing guide and information on the correct use of ethnographic materials, please see the Essays and Exams section of the Department website - www.socanth.cam.ac.uk/current-students/current-ug-student-info/ug-essays-and-exams.
The Department runs a workshop in the Easter term (Exam Assessment and Marking Criteria Workshop) to help support your revision, and especially to demystify and explain the marking criteria that teaching staff use to assess exam answers. You can find details of this workshop on your online timetable. Past exam questions and past exam reports are all on the SAN Moodle courses under archive material for each individual SAN paper on Moodle.

3.1 Dissertation

Many students find writing a dissertation to be one of the most challenging and enjoyable parts of their course. It allows them to explore issues more widely or deeply than is possible within the supervision essay format and many excellent dissertations have been produced in the Department. In Social Anthropology, dissertation research can be library-based or archival. It can also include the student’s own ethnographic research, usually conducted in the summer vacation between Part IIA and Part IIB. IIA students thinking of doing a Dissertation are strongly recommended by the Department to consider taking (or alternatively, attending all lectures) SAN3 Anthropological theory and methods. This paper can help students locate key anthropological debates and questions which can prove helpful when trying to discuss your own work, especially when it comes to your IIB year and writing your Dissertation. For those planning to continue at postgraduate level, it also gives a sense of research possibilities. The Department of Social Anthropology provides two compulsory Dissertation training workshops in your IIA year which are meant for any student wishing to do a Social Anthropology Dissertation in their final year. The workshops will draw your attention to the need for planning, for consideration of ethics and risk and will be advertised to all single track and joint track IIA students taking place in Lent and Easter of the IIA year. Anyone who is thinking of doing (or even might do a SocAnth Dissertation) is advised to make note and attend the compulsory training where attendance will be taken. Anyone who doesn’t attend cannot later ask to offer a Dissertation. The FORM1 Proposal to Offer a Dissertation Form also requires you to confirm attendance at the two compulsory workshops.

Sue Benson Dissertation Prize in Social Anthropology
The Sue Benson Prize of £200 is awarded following examinations for the most outstanding Part IIB dissertation. The Examiners announce the prize to the student and on the Department’s main website after the publication of Examination results in June each year. A list of all the winning Sue Benson Dissertation prizes is on the Department’s Student Prizes website and on the Moodle page and is also on display in the Department common room.

For full regulations, procedures and deadlines for the dissertation, please see the Dissertation page on our website:
www.socanth.cam.ac.uk/current-students/ug-part-two-b/ug-dissertation,
The deadlines are also set out in ‘Dates for your Diary’ which can be found attached and on the Department website, Information for Undergraduates page.

There are a vast number of past social anthropology dissertations stored in the Haddon Library on the Downing site which can be read as reference documents in the library. There is a searchable spreadsheet available on the Haddon Library website:
https://www.haddon.lib.cam.ac.uk/
Key points and dissertation deadlines

- Start thinking about your plans for a dissertation during Michaelmas of your Part IIA year – discuss Dissertation ideas with your DoS early and start to discuss prospective supervisors who your DoS must approach on your behalf.
- Attend compulsory Dissertation workshops in Lent and Easter of IIA year.
- Submit FORM1 Proposal to Offer a Dissertation form at the start of May in Easter of your IIA year – nb. This is a lengthy form that will need to be typed up. You will be asked to set out your plans, discuss the ethics and risks associated in some detail and will need to be countersigned signed by your DoS and Supervisor.
- Topic: should not duplicate material on which you will be examined
- Length: 10,000 words excluding footnotes, appendices, and bibliography
- Deadline for FORM2 Title of Dissertation: Friday 22 October 2021
- Final deadline for revised titles submitted on FORM3 ‘Change to a Dissertation Title’: Friday 28 January 2022
- Deadline for submission of dissertation: Noon on Friday 6 May 2022

Please note: The deadline for submission of Part IIB dissertations is strict and final. There are penalties for late submission and full details will be available on our website and on the Moodle dissertation course https://www.vle.cam.ac.uk/course/view.php?id=90751.
- HSPS have a Plagiarism policy of mandatory screening of all assessed work. The policy is available on the website and on the Moodle Dissertation course.
- Examples of previously submitted undergraduate dissertations are available at the Haddon Library.
- As with everything concerning your academic study, you should always keep your Director of Studies (and / or your Tutor) informed if you find that things aren’t going to plan or if you experience any extenuating circumstances.

Dissertation Planning

The Department runs three dissertation planning workshops to prepare and guide students successfully through their dissertation. These are all compulsory (attendance will be taken) and are scheduled on the online timetable. In 2020-21 they are to be held as follows:

<table>
<thead>
<tr>
<th>IIB Dissertation Planning</th>
<th>(Week 2) Tuesday 19th Oct, 2-3.30pm, Dr Andrew Sanchez</th>
<th>Lecture Room 3, Faculty of Divinity</th>
</tr>
</thead>
<tbody>
<tr>
<td>IIA Dissertation Planning COMPULSORY WORKSHOP</td>
<td>(Week 6) Tuesday 1st March, 2-3.30pm, Dr A. Sanchez</td>
<td>TBC</td>
</tr>
<tr>
<td>IIA Dissertation Planning COMPULSORY WORKSHOP</td>
<td>(Week 1) Friday 29th April, Dr A. Sanchez</td>
<td>TBC</td>
</tr>
</tbody>
</table>

3.2 Plagiarism

Plagiarism is presenting as your own work, words and thoughts that are not your own. It is a form of cheating and treated as such by the University’s ordinances. If you are in any doubt about what constitutes plagiarism, ask your graduate supervisor or Director of Studies to talk you through the issue. You should ensure that you are familiar with the University’s formal Statement

3.3 HSPS Part II Marking Criteria

Social Anthropology papers
The following criteria applies to all HSPS papers with the SAN preface. All SAN papers will be marked against the same criteria, regardless of the “home” track or Tripos.

Examinations: Markers will award one mark per script overall.

<table>
<thead>
<tr>
<th>Mark</th>
<th>Quality of Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>80+</td>
<td>A script showing outstanding understanding that displays a very high degree of accuracy, insight, style, and originality in responding to each of the questions, shows highly impressive use of relevant theoretical perspectives and concepts, and in which all essays are well structured. To fall into this range, a script will typically contain arguments that are unorthodox in the best sense, and there should be highly effective use of varied ethnography.</td>
</tr>
<tr>
<td>70-79</td>
<td>A script showing very clear understanding and a high degree of accuracy across all answers, which provides cogent and well-structured arguments focused on the questions with a significant level of insight and a degree of originality. There should be impressive use of relevant theoretical perspectives and concepts, and effective use of varied ethnography.</td>
</tr>
<tr>
<td>60-69</td>
<td>A script showing clear understanding and a good level of accuracy that provides coherent, sustained, and well-structured arguments that directly address each question. There should be good use of relevant theoretical perspectives and concepts and good use of ethnography.</td>
</tr>
<tr>
<td>50-59</td>
<td>A script that concentrates on the subject matter of each question, that displays relevant knowledge and is generally accurate, but which either shows significant limitations in understanding, or presents discussions not properly addressed to the question, or answers that are partially unstructured, or where the discussion is not sustained through the course of the essays. The script will show understanding of relevant theoretical perspectives and concepts, and use of ethnography, but not necessarily varied or substantial.</td>
</tr>
<tr>
<td>40-49</td>
<td>A script generally relevant to the subject matter of each question, but one that contains significant inaccuracies, or shows inadequate knowledge, or presents unstructured and disjointed discussions or arguments that are not addressed to the question asked. A script may also fall in this range if it shows little understanding of relevant theoretical perspectives or concepts, or little effective use of ethnography.</td>
</tr>
<tr>
<td>21-39</td>
<td>A script that either displays a lack of crucial knowledge, or has poor structure, or is radically incomplete, or contains answers almost entirely irrelevant to the questions asked, or contains an extremely high number of inaccuracies. A script may also fall in this range if it shows little understanding of relevant theoretical perspectives or concepts, or little effective use of ethnography.</td>
</tr>
</tbody>
</table>
### 3.4 Dissertations Marking Criteria

<table>
<thead>
<tr>
<th>Mark</th>
<th>Quality of Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>80+</td>
<td>A dissertation showing outstanding understanding that displays a very high degree of accuracy, insight, style, and originality in responding to the question posed, and is well-structured. To fall into this range, the dissertation must display all of these qualities and there should be considerable use of varied types of ethnography.</td>
</tr>
<tr>
<td>70-79</td>
<td>A dissertation showing very clear understanding and a high degree of accuracy, which provides a cogent and well-structured argument focused on the question posed with a significant level of insight and a degree of originality. There should be varied use of different types of ethnography.</td>
</tr>
<tr>
<td>60-69</td>
<td>A dissertation showing clear understanding and a good level of accuracy that provides a coherent, sustained, and well-structured argument for the question posed. To fall into this range, the dissertation has to display all of these qualities, and should not decisively show any of the negative qualities listed under the criteria for a 50-59. There should be good use of ethnography.</td>
</tr>
<tr>
<td>50-59</td>
<td>A dissertation that concentrates on the subject matter of the question posed, that displays relevant knowledge and is generally accurate, but which either shows significant limitations in understanding, or presents discussions not focused on the question, or theories that are partially unstructured, or where the discussion is not sustained through the course of the dissertation. To fall into this range, a dissertation has to display these positive qualities, and should not show any of the negative qualities listed under the criteria for a 40-49. The dissertation will show use of ethnography, but not varied or substantial.</td>
</tr>
<tr>
<td>40-49</td>
<td>A dissertation generally relevant to the subject matter of the question posed, but one that contains a large number of inaccuracies, or shows significantly inadequate knowledge, or presents unstructured and disjointed discussion. To fall into this range, a dissertation should not show any of the negative qualities listed under the criteria for a 21-39. The dissertation will show little to no use of ethnography.</td>
</tr>
<tr>
<td>21-39</td>
<td>A dissertation that either displays a lack of crucial knowledge, or has no structure, or is radically incomplete, or contains theories almost entirely irrelevant to the question posed, or contains an extremely high number of inaccuracies. The dissertation will show little to no use of ethnography.</td>
</tr>
<tr>
<td>1-20</td>
<td>Dissertations that are entirely irrelevant to the question posed.</td>
</tr>
<tr>
<td>0</td>
<td>No dissertation submitted, or submitted outside of the appropriate deadline.</td>
</tr>
</tbody>
</table>
3.5 HSPS Part II Classing Criteria

In both Part IIA and Part IIB, students take four papers and receive four marks. Classing criteria are identical for IIA and IIB. The mark for each paper will be rounded to a whole number and combined to achieve the overall mean mark; the mean mark will be rounded to one decimal place for the purposes of classing.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>I*</td>
<td>A mean mark of at least 75.0 &lt;br&gt; AND no mark lower than a 60 &lt;br&gt; AND no more than one mark of 60-69 &lt;br&gt; OR &lt;br&gt; All papers of 70 or above and at least two papers of 75 or above</td>
</tr>
<tr>
<td>I</td>
<td>A mean mark of at least 69.0 &lt;br&gt; AND at least two marks of 70 and above &lt;br&gt; AND no mark lower than 60 unless it is compensated by a mark of 75 or above</td>
</tr>
<tr>
<td>2.i</td>
<td>A mean mark of at least 60.0 &lt;br&gt; AND at least two marks of 60 and above &lt;br&gt; AND no mark lower than a 40</td>
</tr>
<tr>
<td>2.ii</td>
<td>A mean mark of at least 50.0 &lt;br&gt; AND at least two marks of 50 and above &lt;br&gt; AND no mark lower than a 40</td>
</tr>
<tr>
<td>III</td>
<td>A mean mark of at least 40.0 &lt;br&gt; AND at least three marks of 40 or above</td>
</tr>
<tr>
<td>Fail</td>
<td>A mean mark of less than 40.0 &lt;br&gt; OR &lt;br&gt; Two marks of 39 or below</td>
</tr>
</tbody>
</table>

4. Structure of Part II

You take four papers in both Year 2 and Year 3. Paper choices are explained at an Options Presentation meeting for all IIA students in May of their IIA year which you will be invited to.

Options guides are made available which include details of the tracks and papers available for the following year. These are available here: [https://www.hsps.cam.ac.uk/track-options](https://www.hsps.cam.ac.uk/track-options)

4.1 Part IIA (2021-22)

Single Track
Social Anthropology

There are three compulsory papers, **SAN2 The foundations of social life, SAN3 Anthropological theory & methods** and **SAN4 the Ethnographic area papers**. Paper **SAN2** teaches students about the study of kinship and economics, religion and politics. Of course, social life cannot be easily divided into separate ‘fields’, and our teaching is designed to allow students to explore contexts in which they overlap, such as bride wealth and dowry (which combine marriage with economic exchange) and the use of religious movements for political protest. Paper **SAN3** provides a thorough grounding in anthropological and social theory. Students are introduced to a wide variety of approaches, and are encouraged to explore the ways in which they can be used, criticised, and combined. *Students taking the SAN3 paper frequently find that it is particularly useful in helping them write their dissertations in their IIB year because it allows them to contextualise their findings within current anthropological debates.* The new World Theory lecture series introducing theorists from around the world is a direct response to student request for further decolonisation of the curriculum.

The third core paper, **SAN4**, is the Anthropology of an Ethnographic Area in which students get a chance to specialise in the anthropology of a particular world region. Every year, three or four regional papers are available to choose from, each of which covers a broad range of topics and conceptual approaches. For 2021-22 the area papers are: **SAN4b South America, SAN4f Inner Asia and SAN4g Europe**. Paper guides can be found on the relevant SAN Moodle courses.

Finally, students take a fourth paper, which they can choose from a wide variety of **optional papers**. These include specialist areas of Social Anthropology **SAN8 Development, poverty and social justice, SAN9 Science and environment, or SAN11 Anthropology of Digital, Auditory and Visual Worlds**, and papers borrowed from elsewhere within HSPS.

Joint Tracks

Social Anthropology and Politics

- Required papers: **SAN2**
- Choose one paper from: **SAN3**, the Ethnographic Area papers: **SAN4b-South America, SAN4f Inner Asia or SAN4g Europe**, and Optional Papers: **SAN8 Development, poverty and social justice, SAN9 Science and environment, or SAN11 Anthropology of Digital, Auditory and Visual Worlds**
- Choose one paper from: **POL3 or POL4**
- Choose one paper from: **POL7 or POL8**

Social Anthropology and Religious Studies

- Required papers: **SAN2**
- Choose one paper from: **SAN3**, the Ethnographic Area papers: **SAN4b-South America, SAN4f Inner Asia or SAN4g Europe**, and Optional Papers: **SAN8 Development, poverty and social justice, SAN9 Science and environment, or SAN11 Anthropology of Digital, Auditory and Visual Worlds**
- Choose two papers from Part IIA **Theology, Religion & Philosophy of Religion Tripos**
Sociology and Social Anthropology

- Required papers: SAN2
- Choose one paper from: SAN3 or one of the Ethnographic Area papers (SAN4): SAN4b-South America, SAN4f Inner Asia and SAN4g Europe
- Choose two papers from: SOC2, SOC3 or SOC5

4.2 Part IIB (2021-22)

Single Track

Social Anthropology

Two core papers in Advanced Social Anthropology address cutting-edge questions in the fields of SAN5 Ethical life and the anthropology of the subject, and SAN6 Power, economy and social transformation. These papers put anthropological studies into direct dialogue with the latest research in fields as diverse as cognitive science, economics, moral and political philosophy, and social theory.

Students can also choose a SAN4 Ethnographic area paper that they haven’t studied in IIA and a final paper from a wide variety of optional papers (not previously taken at IIA). For Social Anthropology these are SAN8 Development, poverty and social justice, SAN9 Science and environment, or SAN11 Anthropology of Digital, Auditory and Visual Worlds. Alternatively, students may opt to substitute one of these papers for a dissertation. In Social Anthropology, dissertation research can be library-based or archival. It can also include the student’s own ethnographic research, usually conducted in the summer vacation between Part IIA and Part IIB.

Joint Tracks

Social Anthropology and Politics

1. Choose one paper from SAN5 and SAN6.
2. Choose one paper from SAN4-SAN14 (i.e. an Ethnographic area paper, SAN5 / SAN6, an Optional paper) - not previously taken at IIA.
3. Choose two papers from POL6, POL10-21. Paper POL10 cannot be taken if POL8 was taken in Part IIA.
4. The student may substitute one paper from 2 or 3 for a dissertation on a subject approved by the Head of the Department.

Social Anthropology and Religious Studies

1. Required paper: SAN5
2. Choose one paper from: SAN4, SAN6, SAN8, SAN9, SAN11 – not previously taken at IIA.
3. Choose one paper from: B1a, B1b, B1c, B1d – not previously take at IIA - C1a, C1b, C1c, C1d, C2, C3, C5, C6, C8, C9, C10, C11, C12 from the TRPR Tripos.
4. Choose one paper from: C2, C3, C5, C6, C8, C9, C10, C11, C12, D1b, D1c, D1d, D1f, D1g, D2b, D2c, D2d, D2e, D2f, D2g from the TRPR Tripos. Students may only sit one of papers D1b, D1c, D1d, D1f, D1g, D2b, D2c, D2d, D2e, D2f, D2g if not offering a dissertation.
Sociology and Social Anthropology

1. Choose one paper from SAN5 and SAN6.
2. Choose one paper from SAN4–SAN14 (i.e. an Ethnographic area paper, SAN5 / SAN6, an Optional paper) - not previously taken at IIA.
3. Choose two papers from SOC5–15.
4. The student may substitute one paper from 2 or 3 for a dissertation on a subject approved by the Head of the Department.

5. Help at the University Open Day and LAD

Help promote Social Anthropology and the HSPS Tripos to prospective students by representing the Department at the London Anthropology Day (LAD), which promotes the further study of Anthropology to sixth form school students. Helping at this event can be a rewarding way to support the discipline and the University. If you are interested in volunteering, please email Dr Andrew Sanchez (as2672@cam.ac.uk)

6. Cambridge University Students’ Union

Cambridge University Students’ Union (CUSU) is the university-wide representative body for students at the University of Cambridge. You can find it at: 17 Mill Lane, Cambridge, CB2 1RX.

The SU Print Shop offers cheap self-service printing, binding, laminating, copying and scanning within the University of Cambridge.

The Students’ Unions’ Advice Service provides confidential, impartial and independent advice to all students at Cambridge, undergraduate and graduate from any College. The Advice Service can help students on a whole range of issues, from making friends to exams, from intermission to bullying, and from welfare concerns to finance. The advisers in the team are warm and welcoming, and you can discuss anything with them. Drop in, email or call - www.studentadvice.cam.ac.uk