

Carleton University
Fall 2018
Department of English
DIGH 4004 / ENGL 4404: Digital Humanities Workshop

Prerequisites: DIGH 2002 or ENGL 2401 and fourth-year standing, or permission of the Department.

TIME: TBA

Please confirm location on Carleton Central

Instructor: Prof. Brian Greenspan

Office Hours: TBA

Phone: (613) 520-2600 ext. 2360

Email: brian.greenspan@carleton.ca

Website: <http://culearn.carleton.ca>

This workshop will provide students with the opportunity to complete an individual or collaborative capstone project in the Digital Humanities, and to explore recent developments and debates in the field.

We will explore issues in digital cultural production (including simulation, crowdsourcing, memes, and maker culture) through readings, playthroughs, and weekly discussions. Students will have the opportunity to experiment with a variety of tools and techniques, such as those for multilinear scripting, virtual reality design, 3D modelling and fabrication, full-body motion capture, and game design. Together, we will assess these tools and techniques through critical readings in Digital Humanities. Assignments will include presentations, an online journal, and a capstone project. No prior programming experience is required.

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Primary Texts:

Readings will be available online and at MacOdrum Library. **Only the latest version of the syllabus posted on the course CULearn site is the official version.** We will also explore various digital tools, platforms, and projects, along with some rudimentary programming.

Assignments:

Project Proposal	DUE October 15	15%
Readings précis	DUE weekly	20%
Project Journal	Ongoing	30%
Term Project	DUE December 3	20%
Collaboration		15%

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.

Term Project, Proposal and Journal

Your project can involve pretty much any topic relating to our course readings, providing you can justify it to me beforehand. It's a very good idea to run your topic by me before you begin researching and developing it in earnest. It should provide an original exploration of a topic relating to class material, and should be researched, theorized and documented, and contextualized within a broader awareness of the kinds of cultural and theoretical issues we discuss in class.

The Project Proposal will be presented in class to help you gather feedback for the final Project. You will be expected to document the progress of your Project through an online weekly Journal.

While you are certainly encouraged to include a working digital component in your Project, it is not required: remember, paper prototypes are often as effective as digital implementations. The nature of digital scholarly work will be explored through our weekly readings and discussed in class, along with full evaluative criteria for the Term Project, Proposal, and Journal.

Submitting Assignments

All assignments must be uploaded through our course website.

To prevent the loss of assignments, it's a good idea to set the preferences of your word processor to save backup copies periodically, and to e-mail drafts to yourself. Responsibility for submitting assignments rests ultimately with you. I am not in the habit of losing student work; however, should your assignment become misplaced, you will be required to resubmit another copy upon request, or you will score 0. Be sure to retain a photocopy or print-out of all your work, including all research notes and rough drafts, until your final grade is registered.

Digital Submission:

All students must submit a digital copy of each assignment through CULearn on or before the deadline. Please don't e-mail assignments to me. It is important that you submit each assignment through CULearn, as doing so provides proof that you have submitted it on time. Assignments not submitted through CULearn will not be considered for grading, and will score 0.

* N.B. To avoid potential sanction, please retain all rough work. The instructor reserves the right to request all rough work, and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.

Extensions, Late Assignments and Special Accommodations

- All assignments are expected to be submitted on time, unless you have: i) a medical note from a doctor explaining that you could not complete the assignment; ii) an explanatory note from the Paul Menton Centre (See Academic Accommodation, below); or iii) special permission for an extension from me.
- You may submit assignments up to 3 days late without penalty; however, late or extended papers will not receive extensive comments.
- Essays submitted more than 3 days late will be docked 5%/day, up to a maximum of 15%. Essays handed in more than 6 days past the due date will not be accepted, and will score 0. In other words, plan ahead, develop a work schedule, and stick to it. Any request for an extension beyond 3 days must be submitted by email to the instructor at least one week before the due date.

Delays do sometimes occur as a result of computer errors. However, responsibility for your work rests ultimately with you. Be sure to back up your work and print out hard copies regularly as you write. That way, if your computer fails, you can always locate another computer at the University to finish your work.

Documentation

You are expected to document any and all primary and secondary sources referred to (directly or indirectly) in your assignments, including sources for websites, musical, visual and electronic information. The MLA style of parenthetical references with a Works Cited page, as detailed in the MLA Handbook (8th ed.), is the only acceptable method of documentation (see <http://www.mla.org/style>). For a quick reference and examples, see https://www.uvic.ca/library/research/citation/documents/MLAStyle_QuickGuide_Update_Sept_2014.pdf.

It's your responsibility to educate yourself on how to avoid plagiarism through careful research habits and the proper documentation of sources. Any failure to document sources, whether deliberate or inadvertent, will carry heavy sanctions, and may result in a failing grade or expulsion (see Academic Integrity, below), so please double-check your Works Cited before submitting assignments. Make sure you know both the University's policies on plagiarism, and the MLA Handbook guidelines for referencing sources. If you're still in doubt about what constitutes plagiarism or about the legitimacy of a citation or reference, please ask me or your T.A., or check with the Academic Writing Centre and Writing Tutorial Service (See Helpful Student Services, below).

To avoid potential sanction, please retain all rough work. The instructor reserves the right to request all rough work, and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.

ACADEMIC INTEGRITY

Carleton University has a clear policy on academic integrity, including procedures to address academic misconduct (cheating, plagiarism, and other activities that violate academic integrity standards). Full information is in the Undergraduate Calendar under "Academic Regulations of the University" Section E12: <http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/academicintegrity>.

It is particularly important in this class that students understand and meet academic integrity standards, and are sure they do not violate these standards through plagiarism. The following definition of plagiarism is taken from Carleton's Academic Integrity Policy, Part VI (this definition also appears in the Undergraduate Calendar):

Plagiarism is presenting, whether intentional or not, the ideas, expression of ideas or work of others as one's own. Plagiarism includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, art works, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, and material on the Internet.

Examples of plagiarism include, but are not limited to:

- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another's data or research findings;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own;
- failing to acknowledge sources through the use of proper citations when using another's

works and/or failing to use quotation marks.

For more helpful information visit the Academic Advising Centre (<http://carleton.ca/academicadvising>).

Any secondary sources incorporated into your papers, including essays that I put on Reserve, must be cited appropriately. If you have any questions about when and how to cite sources, do not hesitate to ask either me or your T.A. If we suspect that an essay has been plagiarized either deliberately or inadvertently, we are required to submit the essay to the Dean, who will conduct a thorough investigation into the case and administer penalties. The penalties for plagiarism are very severe, ranging from failure in the course to expulsion from the university. It's not worth the risk!

Carleton has other important policies regarding tests, examinations, and unauthorized resubmission of your work (that is, handing in the same paper in more than one class). Be sure you understand the standards so as to avoid any academic misconduct.

N.B. To avoid potential sanction, please retain all rough work. The instructor reserves the right to request all rough work, and to withhold the grade for any given assignment pending a supplemental oral examination by two professors.

REQUEST FOR ACADEMIC ACCOMMODATION:

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

Pregnancy obligation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made.
carleton.ca/pmc

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and is survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available

at the university and to obtain information about sexual violence and/or support, visit: carleton.ca/sexual-violence-support

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist.

<https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

HELPFUL STUDENT SERVICES

The Centre for Student Academic Support (<http://carleton.ca/csas/>) offers valuable support for writing and research.

Carleton Health and Counselling Services (<http://www.carleton.ca/health/>) offers comprehensive health care, including counselling of personal problems and emotional distress. 2600 Carleton Technology & Training Centre.

For other services go to Academic Writing Centre and Writing Tutorial Service (<http://www.carleton.ca/studentsupport/>).

CONTACTING YOUR INSTRUCTOR

I am available during my office hours to discuss issues directly related to the course, either in person or by phone. You can also send me a message by e-mail or leave a message on my office voice mail, any time of day or night, and I will respond in good time (usually within 3 working days).

E-mail is the most reliable means of contacting me. For a timely response, be sure to include the course number ("4004") in the subject line of your message.

COURSE WEBSITE: <http://culearn.carleton.ca/>

The course website includes a glossary, supplemental readings, a tool for submitting your essays in digital form, a message board for scholarly discussions, and the definitive version of the course syllabus. Please remember that this space is a virtual extension of our classroom, and therefore subject to the University's conduct regulations. Respect your fellow classmates at all times. When in doubt, follow The Golden Rule of Netiquette:

Don't post any message you wouldn't read aloud in class.

To access the course site, you will first need a Student Computing Account (SCA). For account information, visit the Information Technology Services (ITS) website (<http://carleton.ca/its>). For answers to general questions about CULearn, write to edc@carleton.ca. For general computing questions, visit <http://www2.carleton.ca/ccs/getting-help>. You can also visit the ITS Service Desk in 509 MacOdrum Library.

Copyright and ownership of class lectures remains vested with the instructor, and cannot be recorded, loaned, copied, reproduced, published, uploaded, or disseminated in any way.

COMMUNITY RESPECT:

If the digital humanities teaches us one lesson, it's the importance of collaboration. Please help to ensure the rights and comfort of all members of the class by respecting these guidelines:

- 1) Don't come to school or office hours if you're ill: you won't learn effectively, and you will make others sick. Presenteeism is a growing workplace issue, as it impairs overall productivity. It's a myth that once you are presenting symptoms, you are no longer contagious. Stay home and take care of yourself; then, once you're completely cured, ask me, your T.A. or a classmate about what you missed.
- 2) Avoid wearing strong perfumes or colognes. Strong scents are outlawed in some municipalities, as they can cause powerful allergic and asthmatic reactions that interfere with the health and learning of others.
- 3) Don't disturb the learning of others around you. Please avoid loud typing, texting and dining, and refrain from holding private conversations.