

# ANTHROP 3CC6: ARCHAEOLOGICAL FIELD SCHOOL

## Term: Spring 2022

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## **Course Description**

The archaeological field school is often the first practical context in which we learn archaeological field (and sometimes lab) methods. Fieldwork augments our understandings of literature-based research and materials-based laboratory analyses. These different venues of archaeology are complementary and new field discoveries may provide new ideas or data that may encourage refreshed research designs and alternative interpretations. Most students interested in working in archaeology will be employed in the consultant archaeology sector during their careers. Field Technician positions in consultant archaeology sometimes require (or give precedence to those with) previous archaeological field experience. Archaeological field schools can provide at least part of this requisite 'dirt time'. Investigations and reporting during the course will be designed to train students in the protocols set out in the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries' (MHSTCI) (2011) *Standards and Guidelines for Consultant Archaeologists* document.

Students must be prepared to work all day in the field in sometimes cold, windy, hot and/or humid conditions for four or five days per week for six weeks. Selected days, such as rain days, will be dedicated to seminars, workshops, post-excavation lab work, reading, research and write up. In the lab or possibly with in-field lab set up, students will process (wash/clean, identify, sort, database/catalogue, bag and tag etc.) the archaeological materials recovered from the site. This year will be the eighth archaeological field school at the Nursery Site (AhGx-8). Previous investigations have shown Archaic site use with more regular occupation over the last 1500 years with important habitation/use components about AD 1000-1300 and again about AD 1800.

## **Course Objectives**

By the end of the course students should be proficient in hand excavation by shovel and trowel, screening, grid placement and surveying, mapping, methodical and regular note-taking, analysis and reporting. Students will learn to identify and catalogue diverse precontact and more recent artefacts, especially lithics and ceramics. The field school will provide students a foundation for future research and consulting archaeology in Ontario and beyond.

## **Required Materials and Texts**

To be discussed in class. Site reports or articles will be assigned individually. These documents will be available online or digitally.

## **Class Format**

In person, in the field and in the lab.

## **Course Evaluation – Overview**

Additional details and deadlines will be provided during the course.

1. Team Building, Following Instructions, Leadership (10%)
2. Practical Tests (10%)
3. Field Notes, Plans and Profiles (20%)
4. Excavation Write Ups for Ministry Report (from Field Notes, in Word) (20%)
5. Due Diligence: Catalogue Tags, Bagging and Cataloguing in Excel (20%)
6. Ontario Archaeology Collaborative Research Document (in GoogleDocs) (20%)

## **Weekly Course Schedule**

### **Week 1 (May 2-6, 2022)**

Ontario Archaeology slideshows, gear prep, equipment prep, site prep, gridding, first excavations, assignment of site reports or articles for the collaborative research document, clay sourcing project may be worked on

### **Week 2 (May 9-13, 2022)**

Becoming proficient with excavation, screening, artefact identification and cataloguing, clay sourcing project may be worked on

### **Week 3 (May 16-20, 2022)**

Routinised excavation, note-taking, washing, cataloguing and data entry, clay sourcing project may be worked on

### **Week 4 (May 23-27, 2022)**

As Week 3, above

### **Week 5 (May 30 – June 3, 2022)**

As Week 3, above

### **Week 6 (June 6-10, 2022)**

Complete photos, field notes, mapping, plans and profiles, final backfilling, site cleanup and gear removal

### **Week 7 (June 13-17, 2022)**

No classes, instructor completes grading, Ministry report takes shape, Collaborative research document completed

## **Course Policies**

### **Communication Policies**

To ensure your email reaches me, please follow the suggestions below: Email my McMaster email account, [swmart@mcmaster.ca](mailto:swmart@mcmaster.ca) (please use Outlook and not the Avenue to Learn email system as I will not be checking that inbox regularly) OR chat with me in the field or lab.

Please send your email from your McMaster email account

### **Submission of Assignments**

Assignments are to be submitted in hand-written hard copy, Word (.doc), Excel (.xlsx) or in GoogleDocs formats, as noted above.

## Grades

Grades will be based on the McMaster University grading scale:

<b>MARK</b>	<b>GRADE</b>
90-100	A+
85-90	A
80-84	A-
77-79	B+
73-76	B
70-72	B-
67-69	C+
63-66	C
60-62	C-
57-59	D+
53-56	D
50-52	D-
0-49	F

## Late Assignments

Assignments will be penalized at a rate of 1% of the course grade per calendar day late to a maximum of 50% of the assignment's value (ex. an assignment worth 20% will not be accepted more than 10 days after the deadline).

## Absences, Missed Work, Illness

In the case of lecture absences, a slide deck will be posted on Avenue to Learn. Students are also encouraged to follow up with the course instructor to review any missed material. Zoom appointments will be available for those who are ill or in quarantine.

MSAF forms should be submitted for any missed work due to illness valued at less than 25% of the course grade. Depending on the circumstances, documentation may be required.

As the course instructor, I am committed to supporting students and facilitating accommodations. Please email me at [swmart@mcmaster.ca](mailto:swmart@mcmaster.ca) if you have any questions, concerns or requests.

## Avenue to Learn

In this course we will be using Avenue to Learn. Students should be aware that, when they access the electronic components of this course, private information such as first and last names, usernames for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in this course will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure, please discuss this with the course instructor.

## Turnitin.com

Not applicable to this course.

## **University Policies**

### **Faculty of Social Sciences E-mail Communication Policy**

Effective September 1, 2010, it is the policy of the Faculty of Social Sciences that all e-mail communication sent from students to instructors (including TAs), and from students to staff, must originate from the student's own McMaster University e-mail account. This policy protects confidentiality and confirms the identity of the student. It is the student's responsibility to ensure that communication is sent to the university from a McMaster account. If an instructor becomes aware that a communication has come from an alternate address, the instructor may not reply at his or her discretion.

### **Privacy Protection**

In accordance with regulations set out by the Freedom of Information and Privacy Protection Act, the University will not allow return of graded materials by placing them in boxes in departmental offices or classrooms so that students may retrieve their papers themselves; tests and assignments must be returned directly to the student. Similarly, grades for assignments for courses may only be posted using the last 5 digits of the student number as the identifying data. The following possibilities exist for return of graded materials:

1. Direct return of materials to students in class.
2. Return of materials to students during office hours.
3. Students attach a stamped, self-addressed envelope with assignments for return by mail.
4. Submit/grade/return papers electronically.

Arrangements for the return of assignments from the options above will be finalized during the first class.

### **Course Modification**

The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check his/her McMaster email and course websites weekly during the term and to note any changes.

## ADVISORY STATEMENTS

### ACADEMIC INTEGRITY

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university. For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one's own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

### AUTHENTICITY / PLAGIARISM DETECTION

**Some courses may** use a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. For courses using such software, students will be expected to submit their work electronically either directly to Turnitin.com or via an online learning platform (e.g. A2L, etc.) using plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish their work to be submitted through the plagiarism detection software must inform the Instructor before the assignment is due. No penalty will be assigned to a student who does not submit work to the plagiarism detection software. **All submitted work is subject to normal verification that standards of academic integrity have been upheld** (e.g., on-line search, other software, etc.). For more details about McMaster's use of Turnitin.com please go to [www.mcmaster.ca/academicintegrity](http://www.mcmaster.ca/academicintegrity).

### COURSES WITH AN ON-LINE ELEMENT

**Some courses may** use on-line elements (e.g. e-mail, Avenue to Learn (A2L), LearnLink, web pages, capa, Moodle, ThinkingCap, etc.). Students should be aware that, when they access the electronic components of a course using these elements, private information such as first and last names, usernames for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in a course that uses on-line elements will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure, please discuss this with the course instructor.

### ONLINE PROCTORING

**Some courses may** use online proctoring software for tests and exams. This software may require students to turn on their video camera, present identification, monitor and record their computer activities, and/or lock/restrict their browser or other applications/software during tests or exams. This software may be required to be installed before the test/exam begins.

## **CONDUCT EXPECTATIONS**

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the “Code”). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online**. It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students’ access to these platforms.

## **ACADEMIC ACCOMMODATION OF STUDENTS WITH DISABILITIES**

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or [sas@mcmaster.ca](mailto:sas@mcmaster.ca) to make arrangements with a Program Coordinator. For further information, consult McMaster University’s [Academic Accommodation of Students with Disabilities](#) policy.

## **REQUESTS FOR RELIEF FOR MISSED ACADEMIC TERM WORK**

McMaster Student Absence Form (MSAF): In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar “Requests for Relief for Missed Academic Term Work”: <https://academiccalendars.romcmaster.ca/content.php?catoid=44&navoid=9020#requests-for-relief-for-missed-academic-term-work>

## **ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)**

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office **normally within 10 working days** of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

## **COPYRIGHT AND RECORDING**

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors. The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

## **EXTREME CIRCUMSTANCES**

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.