INSTRUCTOR (s): Dr Sarah Symons symonss@mcmaster.ca Thode 306/A

Course Description
This module is an introduction to the script used by ancient Egyptians to decorated temples, tombs, and artefacts. Participants will learn principles of reading and translation via a combination of worksheets, exercises, and object studies. The objects are drawn from museum collections around the world and offer insight into the language and culture of ancient Egypt.
The module will run as four two-hour workshops with some out-of-class study. Students will be engaged in reading and writing in each class. The module will end with a Saturday visit to the Royal Ontario Museum to view the Egyptian collection and try out newly-acquired reading skills.

Learning Objectives
- Learn the basic principles behind this ancient language and script.
- Understand how simple phrases are constructed.
- Learn and apply a process for transliteration, transcription, and translation.
- Read labels on real objects.
- Recognise and translate the most common text you see in museums: the Offering Formula.
- Work on making translations in a museum gallery.

Course Schedule and Class Activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 26 Feb</td>
<td>1900-2100</td>
<td>ThInK Space</td>
<td>Basics of the script</td>
</tr>
<tr>
<td>Tuesday 5 Mar</td>
<td>1900-2100</td>
<td>ThInK Space</td>
<td>Numbers, dates, and names</td>
</tr>
<tr>
<td>Tuesday 12 Mar</td>
<td>1900-2100</td>
<td>ThInK Space</td>
<td>Phrases and the Offering Formula</td>
</tr>
<tr>
<td>Tuesday 19 Mar</td>
<td>1900-2100</td>
<td>ThInK Space</td>
<td>Sentences and grammar</td>
</tr>
<tr>
<td>Saturday 23 Mar</td>
<td>1400-1700</td>
<td>Museum Foyer</td>
<td>Royal Ontario Museum Visit</td>
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</tbody>
</table>

Office Hours
TBD

Required Texts & Materials
Printed materials will be provided. Optional textbook:

Deliverables
To pass the course, students must participate in all four workshops and the Museum trip. At the instructor’s discretion, one missed workshop can be made up with out-of-class study.

This course is PASS or FAIL. You are responsible for participating in all aspects of the module and absences or missed work could result in grade penalties.
GENERAL INFORMATION

Absences & Missed Work:
If you are absent from the university for a minor medical reason, lasting up to 3 calendar days, you may report your absence, once per term, without documentation, using the McMaster Student Absence Form (MSAF). Absences for a longer duration or for other reasons must be reported to your Faculty office, with documentation, and relief from term work may not necessarily be granted. When using the MSAF, report your absence to course instructor or designate. You must then contact the instructor/instructional assistant/other immediately (normally within 2 working days) by email. Please refer to the contact list on the first page of this outline for appropriate email addresses. The instructor/instructional assistant will indicate what relief may be granted for the work you have missed, and relevant details such as revised deadlines, or time and location of a make-up exam/quiz/test. Please note that the MSAF may not be used for final deliverables, nor can it be used for a final examination or its equivalent.

Checking Your Grades:
All grade concerns and discrepancies must be reported to the Instructor within a week of receiving the grade.

Communication between Students and the Instructional Team:
Any e-mails addressed to faculty must have a brief, relevant subject line, must come from a mcmaster.ca e-mail account and must copy in all relevant parties (e.g. other markers, other group members). All e-mail communication addressed to students will be sent to their mcmaster.ca e-mail account.

Work that is late, handed in to the wrong person, inadequately identified, or in the wrong format, risks losing marks.
Instructors will endeavor to return marked materials within two weeks of hand-in.

Student Responsibilities:
To get the most out of the course, you must be prepared to:

• attend all sessions, make up all missed work, and provide documentation for authorized absences;
• interact frequently with faculty, students, TAs, and other support staff;
• plan and manage your own time;
• complete preparatory tasks (such as reading, writing assignments, and initial research) in advance of sessions;
• develop and use reflective learning skills (for example identifying learning objectives, planning and carrying out research tasks, acting on academic feedback);
• work as an effective, efficient, and responsive team member on group assignments;
• follow all the guidelines as outlined in the Introduction section of the Laboratory Manual;
• check the course Avenue site, and your McMaster and Avenue e-mail daily for updates; and,
• follow all university policies and guidelines, and in all ways be a responsible university member.
Senate Student Policies

Students can view full policies here (http://www.mcmaster.ca/policy/Students-AcademicStudies/). Senate Policy Statements are also available from the Senate Secretariat Office, Room 104, and Gilmour Hall.


Academic dishonesty consists of misrepresentation by deception or by other fraudulent means and 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. It is your responsibility to understand what constitutes academic dishonesty.

The following illustrate only four of many 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;
- copying or using unauthorized aids in laboratory exercises
- improper collaboration in group work; and
- copying or using unauthorized aids in quizzes, tests and examinations

All students are reminded of the importance of academic integrity, and the serious consequences of academic dishonesty.


You acknowledge that your behavior in all aspects of this course should meet the standards of the McMaster University Student Code of Conduct. You understand that any inappropriate behavior directed against any of your colleagues, teaching assistants, or the instructional team will not be tolerated. Disruptive behavior during any session (e.g. lecture, seminar, lab, tutorial) such as talking, sleeping or non-class computing while an individual presents information, or constantly being late, will also not be tolerated. Abuse, ridicule, slander, inappropriate language, and discrimination towards instructors teaching staff, teaching assistants and other students will not be tolerated in any capacity. Shared spaces including e-spaces such as the Avenue to Learn course discussion board are to be considered inclusive and safe.

Plagiarism Detection

In this course, we will be using a web-based service (Turnitin.com) to reveal plagiarism. Students will be expected to submit their work electronically to Turnitin.com and in hard copy so that it can be checked for academic dishonesty. Students who do not wish to submit their work to Turnitin.com must still submit a copy to the instructor. No penalty will be assigned to a student who does not submit work to Turnitin.com. All submitted work is subject to normal verification that standards of academic integrity have been upheld (e.g., on-line search, etc.). To see the Turnitin.com Policy, please go to

https://www.mcmaster.ca/academicintegrity/
https://www.mcmaster.ca/academicintegrity/turnitin/students/index.html

Copyright Policy

In this course you will have access to material that is subject to copyright laws. This includes (but is not limited to) textbooks and all resources developed by the instructors such as lab manuals, demonstration videos, quizzes, assignments, tests, class notes and class slides. Under no circumstance are you allowed
McMaster Accommodation for Religious, Indigenous and Spiritual Observances Form (RISO):

At the beginning of EACH term, visit the website of the Office of the Associate Dean (Academic) https://www.science.mcmaster.ca/associatedean/current-students/procedures-forms.html if you need accommodations for religious, Indigenous and/or spiritual observances. Follow the procedure explained there under “Accommodation for Religious, Indigenous and Spiritual Observances Form (RISO)”.

Inclusivity and Accommodations:

McMaster University aims to foster a supportive, inclusive learning environment that will encourage both individual and collective growth. Students are required to register with Student Accessibility Services (SAS) first (https://sas.mcmaster.ca/). Any student who then wishes to invoke an accommodation for any aspect(s) of this course must contact the instructor at the beginning of the semester to discuss how the accommodations detailed in their SAS letter will be fulfilled in this course.

The instructors and the university reserve the right to alter this outline if necessary.

The instructors 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 their McMaster email and course websites weekly during the term and to note any changes.