

**MAYNOOTH UNIVERSITY  
DEPARTMENT OF ANCIENT CLASSICS**

**STUDENT HANDBOOK  
GREEK AND ROMAN CIVILIZATION**

**FIRST YEAR**

Academic Year 2019–2020

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**Please note:**

All students in Greek and Roman Civilization will be asked to pay a small charge for the year to cover the cost of course material provided by the Department.

Students are obliged to familiarize themselves with the contents of this Handbook.

## THE DEPARTMENT

Welcome to the Department of Ancient Classics. We hope you will find your studies with us stimulating and enjoyable. This Handbook is designed to explain to you how your course in Greek and Roman Civilization works, so please read it carefully. It provides basic information on lecture times and locations, module content, tutorials, and assessment, including compulsory written work. If there is information you need but which is not covered in this Handbook, then do not hesitate to ask a member of staff for guidance.

### STAFF

The offices of all staff in the Department of Ancient Classics are located in the Arts Building on the North Campus.

Staff	Office No.	Telephone No.
<b>Professor of Classics and Head of Department</b> Professor David Scourfield	5	(01) 708 3692
<b>Adjunct Professor</b> Professor George Huxley		
<b>Lecturers</b>		
Dr Gordon Campbell	8	(01) 708 3720
Dr Jonathan Davies	7	(01) 708 3694
Dr William Desmond	4	(01) 708 3693
Dr Maeve O'Brien	3	(01) 708 3807
<b>Temporary Lecturer</b>		
Dr Kerry Phelan	6	(01) 708 3973

**Please note that Dr Kieran McGroarty is on sabbatical leave during the academic year 2019-2020.**

All teaching staff are available to see students during two weekly **consultation hours**, details of which are posted on the Departmental webpage and beside the door of each staff member's office. If you are unable to come to see the staff member at any of these times, you must arrange another appointment. The best way to do this is to speak to the member of staff concerned at the beginning or end of a lecture, or to contact the Executive Assistant at the Departmental Office.

Departmental Office	Office No.	Telephone No.
<i>Senior Executive Assistant</i> Ms Sarah Coughlan Da Silva	9	(01) 708 3316

### DEPARTMENTAL WEBSITE

Further information about the Department and its activities can be found online at:

[www.maynoothuniversity.ie/ancient-classics](http://www.maynoothuniversity.ie/ancient-classics)

### NOTICEBOARDS

There are noticeboards in the Arts Building located between offices 6 and 9 where the Department posts important information. **You should get into the habit of consulting these noticeboards regularly.**

## COURSE STRUCTURE

### TEACHING ARRANGEMENTS

There are **3 lectures per week** for each module (times and locations are given in the lecture schedule below). There are also a number of **tutorials** for each module, and these will begin in the **third week of each semester**; the tutorial schedule is set out on p. 8 below. Tutorial times will be posted on the noticeboards. Announcements about signing up for tutorials will be made at lectures.

**FIRST SEMESTER: Monday 23 September–Friday 20 December 2019**

*STUDY WEEK: Monday 28 October–Friday 1 November 2019*

*STUDY PERIOD: Monday 6–Friday 10 January 2020*

**Introductory lectures**

*Monday 23 September at 11:00 in JH5*

*Tuesday 24 September at 10:00 in CB3*

*Wednesday 25 September at 14:00 in CB3*

**GC151**

**An Introduction to Greek and Roman Civilization I:  
Gods and Heroes: From Myth to History**

Dr Desmond and Dr Phelan

**30** lectures, beginning Monday 30 September 2019

*Monday at 11:00 in JH5, Tuesday at 10:00 in CB3, Wednesday at 14:00 in CB3*

**SECOND SEMESTER: Monday 3 February–Friday 8 May 2020**

*STUDY WEEK: Monday 16–Friday 20 March 2020*

*EASTER VACATION: Monday 13–Friday 17 April 2020*

*STUDY PERIOD: Monday 11–Friday 15 May 2020*

**GC152**

**An Introduction to Greek and Roman Civilization II:  
Making Rome: Culture, Politics and Society in the Roman Republic**

Dr Davies and Dr O'Brien

**30** lectures, beginning Monday 3 February 2020

*Monday at 11:00 in CB3, Tuesday at 10:00 in JH6, Wednesday at 14:00 in CB1*

## MODULE SUMMARIES

### **GC151 AN INTRODUCTION TO GREEK AND ROMAN CIVILIZATION I: Gods and Heroes: From Myth to History**

**Semester:** 1

**Credits:** 7.5

**Teaching methods:** 30 lectures plus 8 tutorials

**Module content:** This module surveys the fascinating world of ancient Greece—its mythology, geography, literature, politics and history. The first part of the module will explore major myths of the Greek gods and heroes, particularly those involving the many-faceted figure of Odysseus, protagonist of Homer's *Odyssey* (to be read in English translation). Homer's epic introduces aspects of early Greece, with its emerging city-states, Mediterranean colonies, warfare, temples, religious festivals and athletic competitions. The second half of the module turns to the history and cultural politics of the equally influential Classical Period: the rise of militaristic Sparta, the development of democracy in Athens, and their joint defeat of the Persian Empire in key battles like Marathon and Thermopylae. Here political and military history is integrated with attention to Greek social values to round off a holistic introduction to the civilization that has remained in many ways the foundation of Western culture.

**Learning outcomes:** On successful completion of the module, students should be able to:

- Recount major narratives, deities and characters of Greek myth
- Analyse the narrative and heroic values of Homer's *Odyssey*
- Explain key moral and religious values of Archaic and Classical Greece
- Outline the histories of Classical Sparta and Athens up to the Persian Wars
- Discuss Athenian democracy and the roles of women, slaves, and foreigners in it
- Develop imaginative, lateral thinking
- Demonstrate the ability to communicate ideas in written form.

**Assessment:** 1 x 1.5 hour written examination after Semester 1, worth 80% of the total mark. Two compulsory written assignments, worth 20% of the total mark. The coursework assignments may not be resubmitted (or submitted for the first time) for the Autumn examination.

**Penalties:** Ten percentage points will be deducted from the mark awarded for compulsory written work during the first week (or part thereof) that the compulsory written work is submitted beyond the due date. Compulsory written work submitted more than one week late will not be accepted, unless an extension has been granted by the Head of Department.

**Required book purchases:**

Homer, *The Odyssey*, trans. R. Fagles, ed. B. Knox (London: Penguin, 2006).

JACT, *The World of Athens: An Introduction to Classical Athenian Culture*, second edition (Cambridge: Cambridge University Press, 2008).

**GC152 AN INTRODUCTION TO GREEK AND ROMAN CIVILIZATION II:  
Making Rome: Culture, Politics and Society in the Roman Republic**

**Semester:** 2

**Credits:** 7.5

**Teaching methods:** 30 lectures plus 8 tutorials

**Module content:** The ancient Roman Republic was a sophisticated society with a culture which still resonates today. Its political fortunes were shaped by such colossal figures as Julius Caesar, Cicero, Cleopatra and Augustus, but it was not just an arena for political debate. This module offers you the chance to explore the lives of the ancient Romans: men and women, children and adults, senators and slaves. It finds them at work and at leisure, presents their myths and heroes, and examines their art and their literature. Finally, the module asks what led such a powerful state to fail. The final century of the Roman Republic saw the rise of popular politics, political infighting, assassination and war, much of it related in the first-hand accounts of the generation who lived through it. How was Caesar greeted on his return from conquering Gaul? What did Cicero really think of Cleopatra? And what was the purpose of Virgil's epic poem, the *Aeneid*? All of them had a role in the making and unmaking of Rome.

**Learning outcomes:** On successful completion of the module, students should be able to:

- Summarise the major historical developments of the Roman Republican period.
- Identify the key cultural elements and values which characterised the Roman Republic.
- Explain the principles underlying the political, social and cultural changes in this period.
- Recognise the methods by which an ancient society can be approached and understood.
- Display a broadened understanding of the differences between ancient and modern societies.
- Demonstrate the ability to communicate ideas in written form.

**Assessment:** 1 x 1.5 hour written examination after Semester 2, worth 80% of the total mark. Two compulsory written assignments, worth 20% of the total mark. The coursework assignments may not be resubmitted (or submitted for the first time) for the Autumn examination.

**Penalties:** Ten percentage points will be deducted from the mark awarded for compulsory written work during the first week (or part thereof) that the compulsory written work is submitted beyond the due date. Compulsory written work submitted more than one week late will not be accepted, unless an extension has been granted by the Head of Department.

**Required book purchase:**

M. Everson-Davies and H. Swain, *Aspects of Roman History: A Source-Based Approach* (London: Routledge, 2010).

## LECTURES AND TUTORIALS

**All students are required to familiarize themselves with the information set out on this page. Please read it carefully.**

### ATTENDANCE

The Department of Ancient Classics regards attendance at lectures and tutorials as **an obligation on the student. Attendance registers are taken at all classes. Assiduous attendance is in your best interest.** Examinations are based mainly on the material examined and discussed in lectures and tutorials, so you will increase your chances of success by attending them. Conversely, if you do not attend, you will be at a great disadvantage when it comes to performing in examinations. **It has been the Department's experience over many years that students who do not attend lectures and tutorials tend to perform poorly, often extremely poorly, in examinations and other forms of assessment.**

### LECTURES

Lectures are the main teaching mode in any module. Their functions may be summarized as follows:

- They provide the basic structure of the module.
- They supply basic factual information.
- They introduce, illuminate, and explore key issues in the field covered by the module.

Lectures cannot provide every single scrap of information about a particular topic: it is your responsibility to read other material as outlined in the bibliographies provided by lecturers and to **think** about what you read. But **lectures are critical to your understanding of the area covered by any module.** Failure to attend lectures will compromise your ability to perform well in tutorials, written work, and examinations.

To get the most out of lectures, you should do the following:

- Listen carefully to the lecturer and note down the most important points.
- After a lecture, read through the notes you have made and compare them with material contained in handouts that the lecturer has given you, and material in textbooks and other sources. Make sure that you understand the topic that has been covered in the lecture.
- Keep your notes (from lectures and from library work) and handouts in an orderly fashion.

### TUTORIALS

#### **Philosophy of tutorials**

In addition to lectures, the teaching of Greek and Roman Civilization in first year includes tutorials, which the Department considers equally important. The purpose of lectures may be more immediately apparent than that of tutorials: lectures are the primary forum for the dissemination of essential information, argument, ideas, and academic advice from lecturer to student. Inevitably, however, no matter how much the lecturer attempts to include an element of interaction in lectures, lectures will be an essentially *passive* learning experience for the student. So tutorials are intended to provide another sort of learning experience: an *active* one, in order to provide a properly balanced approach to your study of Greek and Roman Civilization. Tutorials should **not** be seen as something extra, an add-on to the main business of garnering information through lectures, or as a chore to be got through, but as the essential counterpart of lectures, and just as valuable to your learning.

But because tutorials are supposed to be an active learning experience, their success will depend on just how much *you* contribute to them. With poor participation, it is easy for tutorials to degenerate into just another lecture. So **your participation is very important**, and we encourage you to speak up confidently, and add your ideas to those of others. We greatly value your input, and you may be assured that you will not be mocked, chastised, or humiliated in any way when you do contribute to a tutorial. There is never any single ‘right answer’ in scholarship, and your ideas are as worthy of being expressed and explored as anyone else’s.

### **Purpose of tutorials**

The purpose of tutorials within the study of Greek and Roman Civilization may be summarised as follows:

- In the first place, **their function is not simply to rehash lecture material**. Instead, they expand on and go beyond the scope of lecture material, by introducing you to new material on the same or related topics and new ways of dealing with the material, and by bringing in parallels, contrasts, and contradictions.
- As noted above in the section on the ‘philosophy of tutorials’, tutorials provide an essentially different mode of learning from lectures. In lectures you will have a more passive learning experience, absorbing information from the lecturer and handouts. By contrast, **tutorials are intended to be an active learning experience** in which discussion, debate, and argument are a fundamental part of the process of learning. In tutorials you will debate material, investigating different ways in which evidence about the ancient world may be interpreted.
- Following on from this, **tutorials aim to give you guidance and practice in the techniques of scholarly investigation**. They aim to encourage and develop your confidence in discussion and in your academic abilities. This should be valuable for you both in your academic work and in other social and professional spheres.
- There is one final, crucially important, purpose of tutorials. If you have come to university directly from school, you will be familiar with a learning environment where teachers take the ultimate responsibility for giving direction to your learning. At university, however, the situation is different: **you will be expected to take responsibility for your own learning**. Lecturers are here to help, advise, and guide; but they will not ‘teach’ in the manner you will be used to from school. **Tutorials provide a structured opportunity for you to take this responsibility for your learning**.

## TUTORIAL SCHEDULE

**Tutorials begin in week 3 of each semester.**

### **First Semester**

Week 1	23-27 September	<i>No Tutorials</i>
Week 2	30 Sept. -4 Oct.	<i>No Tutorials</i>
Week 3	7-11 October	<i>GC151: Study Skills 1: Orientation</i>
Week 4	14-18 October	<i>GC151: Tutorial 1</i>
Week 5	21-25 October	<i>GC151: Study Skills 2: Written Assignment Preparation</i>
	28 Oct.-1 Nov.	<i>Study Week</i>
Week 6	4 -8 November	<i>GC151: Tutorial 2</i>
Week 7	11-15 November	<i>No Tutorials</i>
Week 8	18-22 November	<i>GC151: Study Skills 3: Scholarly Debates</i>
Week 9	25-29 November	<i>GC151: Tutorial 3</i>
Week 10	2-6 December	<i>GC151: Tutorial 4</i>
Week 11	9-13 December	<i>GC151: Exam Preparation</i>
Week 12	16-20 December	<i>No Tutorials</i>

### **Second Semester**

Week 1	3-7 February	<i>No Tutorials</i>
Week 2	10-14 February	<i>No Tutorials</i>
Week 3	17-21 February	<i>GC152: Tutorial 5</i>
Week 4	24-28 February	<i>GC152: Study Skills 4: Written Assignment Preparation</i>
Week 5	2-6 March	<i>GC152: Tutorial 6</i>
Week 6	9-13 March	<i>GC152: Study Skills 5: Narrative and Analysis</i>
	16-20 March	<i>Study Week</i>
Week 7	23-27 March	<i>No Tutorials</i>
Week 8	30 March -3 April	<i>GC152: Tutorial 7</i>
Week 9	6-10 April	<i>GC152: Study Skills 6: Interpreting Ancient Sources</i>
	13-17 April	<i>Easter Week</i>
Week 10	20-24 April	<i>GC152: Tutorial 8</i>
Week 11	27 April-1 May	<i>GC152: Exam Preparation</i>
Week 12	4-8 May	<i>No Tutorials</i>



## COMPULSORY WRITTEN WORK

**All students are required to familiarize themselves with the terms and conditions set out in this section, and to act accordingly.**

Each module in first-year Greek and Roman Civilization is assessed by a written examination at the end of the semester in which it is taught. In addition, students must present two pieces of compulsory written work for each module, counting for 20% of the total mark for that module.

### GENERAL REGULATIONS

- Compulsory written work, with a Departmental **Cover Sheet** (see p. 12 below under 'Plagiarism'), should be **deposited in the letterbox outside office 9 in the Arts Building** (Departmental Office) by the deadline given. Unless otherwise instructed, you must submit **TWO COPIES** of each piece of written work, each with a Departmental Cover Sheet. **A word count must also be supplied.**
- **Do not hand compulsory written assignments to members of staff, or leave them under their doors.**

### LATE SUBMISSION OF COMPULSORY WRITTEN WORK

#### *PLEASE READ CAREFULLY*

- **Ten percentage points** will be deducted from the mark awarded for each piece of compulsory written work during the first week or part thereof that it is submitted beyond the due date. A piece of written work submitted **more than one week late** will not be accepted at all, unless an extension has been granted by the Head of Department.
- Extensions will be granted only in **exceptional circumstances**. The student must apply to the **Head of Department** for such an extension **in advance of the due date**, and the grounds for the application must be **extremely cogent**, such as **difficult personal circumstances** or a **substantial period of illness**. **The student will be required to supply a medical certificate as proof of illness**. Where an extension is granted, a new due date will be set, and if this date is not met the compulsory written work will be penalized as described above.
- **For the academic year 2019-2020, the following schedule will be adopted for the imposition of penalties for late submission of compulsory written assignments:**

#### **First Semester**

**Due date for first assignment in GC151 Gods and Heroes: From Myth to History: Friday 8 November 2019 by 17:00.**

A penalty of ten percentage points will be deducted from the mark awarded for a written assignment submitted in the week from 17:00 on Friday 8 November to 17:00 on Friday 15 November 2019.

**Due date for second assignment in GC151 Gods and Heroes: From Myth to History: Friday 13 December 2019 by 17:00.**

A penalty of ten percentage points will be deducted from the mark awarded for a written assignment submitted in the week from 17:00 on Friday 13 December to 17:00 on Friday 20 December 2019.

## **Second Semester**

**Due date for first assignment in GC152 Making Rome: Culture, Politics and Society in the Roman Republic: Friday 13 March 2020 by 17:00.**

A penalty of ten percentage points will be deducted from the mark awarded for a written assignment submitted in the week from 17:00 on Friday 13 March to 17:00 on Monday 23 March 2020.

**Due date for second assignment in GC152 Making Rome: Culture, Politics and Society in the Roman Republic: Friday 1 May 2020 by 17:00.**

A penalty of ten percentage points will be deducted from the mark awarded for a written assignment submitted in the period from 17:00 on Friday 1 May to 17:00 on Friday 8 May 2020.

## GUIDE TO THE PRESENTATION OF COMPULSORY WRITTEN WORK

### INTRODUCTION

This guide is intended to help you with the presentation of compulsory written work in the Department of Ancient Classics. It sets out a number of guidelines that will help you present your work in the best manner possible. Good presentation is an important aspect of good written work, and should be taken seriously. All written assignments must be **typed**.

### USING SOURCES: SOME GENERAL POINTS

When you submit written work, you will make reference to books, articles, and ancient sources. Sometimes you will quote directly from a source—and remember, if you quote an author's words directly, you must put them in single quotation marks (‘ ’)—or make use of a specific piece of information or an idea that you have found in your reading. More frequently, perhaps, you will summarise information found in one of your sources. In *all* cases, you will need to inform your reader where you found the material. This applies both to the ancient sources (such as Homer, Virgil, etc.) and to modern works. Therefore you will need to include both **references** and a **bibliography**.

### REFERENCES

You may put references either in parentheses (sometimes called ‘round brackets’) in the text, like this: (Shotter 1994: 96) or (Virgil, *Aeneid*, 2.3), or you may put them in numbered footnotes without the brackets.

#### **References to modern works (often referred to as ‘secondary literature’)**

If you are quoting from or referring to a modern work, your reference will need to include three items of information. For example, imagine that you want to quote from or refer to material on p. 96 of David Shotter's book *The Fall of the Roman Republic* (London, 1994): then you must do so in one of the following ways:

1. (Shotter 1994: 96) in parentheses in the text itself where you use his material
2. Shotter 1994: 96 in a footnote
3. Shotter, D., *The Fall of the Roman Republic*, 96 in a footnote

In any of these formats, the same information is provided, namely: the name of the author; the title of the book (or article) concerned; and the specific page number where the material may be found. ‘Shotter 1994’ is simply shorthand for the author and the book/article, the full details of which should be provided in the bibliography at the end of your assignment (see below). *Choose one referencing format and be consistent in using it.*

#### **References to ancient sources**

The system of referring to ancient sources is a little trickier as it does not use dates and page numbers like modern works, but is based on ancient and medieval editorial conventions that divide ancient works into books and chapters (and sometimes sections too) in the case of prose works, and books and line numbers in the case of poetry.

How you cite an ancient source will depend on the specific source being used and how it is presented in the particular edition you are using. It may be quite simple, as in the following example: If you want to quote the phrase ‘political equality was a thing of the past; all eyes watched for imperial commands’ from the *Annals* by Tacitus, your reference will read as follows: (Tacitus, *Annals*, 1.4). But in some cases the numbering you need (in this case 1.4) may not be present and you may have only the pagination of whatever translation or textbook you are using, which is not satisfactory. **In each of the two modules in the course, there will be a specific tutorial devoted to the compulsory written work for that module (see tutorial schedule on p. 8 above). In each of these tutorials you will be given clear instructions on how to present the ancient sources which relate to your assignment.**

## BIBLIOGRAPHY

**All written work must include at the end a bibliography**, which lists the books and articles you have consulted. It should be arranged **alphabetically** according to author surname (or standard name in the case of ancient texts). You might find that it is better to have separate sections in your bibliography for ancient and modern works. There are different ways of listing ancient texts and modern books and articles in a bibliography. Here are some simple rules to follow:

**Translations of ancient texts** should be cited as follows:

Virgil, *Aeneid*, translated by H. Rushton Fairclough (London, 1935).

**Modern books** should be cited as follows:

Shotter, David, *The Fall of the Roman Republic* (London, 1994).

**Modern articles in journals** should be cited as follows:

Griffin, Miriam, 'The Senate's Story', *Journal of Roman Studies* 87 (1997), 249-263.

**Modern articles collected in a book** should be cited as follows:

Potter, D. S., 'Roman Religion: Ideas and Actions', in *Life, Death, and Entertainment in the Roman Empire*, edited by D. S. Potter and D. J. Mattingly (Ann Arbor, 1999), 113-167.

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## PLAGIARISM

### *PLEASE READ CAREFULLY*

- Plagiarism means presenting someone else's words or ideas as your own without acknowledgement. This includes the use, in whole or in part, of another student's work. **This is regarded as cheating and will be penalized, possibly attracting a mark of zero.**
- **Plagiarism is a form of academic dishonesty** and will be treated with the utmost seriousness wherever discovered. **For Maynooth University's policy on plagiarism, see [www.maynoothuniversity.ie/exams/information-students](http://www.maynoothuniversity.ie/exams/information-students). The Department strongly advises you to read this document.**
- **Every time you quote the words of a modern author, you should use quotation marks and clearly indicate your source by means of a footnote or a reference in parentheses ('round brackets'). Likewise, when you are paraphrasing modern authors, the source should be indicated clearly. See the guide to referencing above.**
- As a safeguard against plagiarism, each student must attach to the front of both copies of each piece of compulsory written work a copy of the Departmental **Cover Sheet**, and sign the declaration at the bottom of the sheet. A written assignment will not be accepted without an attached Cover Sheet and completed declaration. Cover Sheets may be downloaded from the Departmental web-page or are available from the holder located outside the office of the Executive Assistant, Departmental Office 9.

## EXAMINATION MATTERS

For the procedures concerning the discussion, checking, and appeal of examination results, consult the following link: [www.maynoothuniversity.ie/exams/information-students](http://www.maynoothuniversity.ie/exams/information-students).

## MU LIBRARY



*Fig 1. Exterior of MU Library*

**MU Library** is a popular place to meet, study and research in. We're located in the middle of the campus on the southern side, beside the Kilcock road. Choose from a variety of study spaces; from the open-access area on the ground floor, where food, drink and chat is allowed, with access to over 50 laptops and print facilities, to the quieter areas on levels 1 and 2, with training rooms and meeting rooms. There's a Starbucks located on the ground floor, and even sleep-pods on level 1 if you need to re-charge. Use our bookable group study rooms ([nuim.libcal.com/booking/MU\\_GroupStudyRooms](http://nuim.libcal.com/booking/MU_GroupStudyRooms)) for your group project-work. MU Library hosts campus exhibitions and events in the foyer during the year, so there's nearly always something new to view.

MU Library is the portal to a vast collection of Ancient Classics resources that you'll need for your essays and research. Take a look at the [MU library homepage](http://www.maynoothuniversity.ie/library); ([www.maynoothuniversity.ie/library](http://www.maynoothuniversity.ie/library)) we've excellent information, training, materials, supports and services that will help you in your studies. We also provide a dedicated Ancient Classics subject guide ([nuim.libguides.com/ancientclassics](http://nuim.libguides.com/ancientclassics)) space on our webpage that we recommend you bookmark; it's a great source of subject-specific material and news. Check out the *New2MU* tab in your Ancient Classics subject guide containing lots of useful stuff for MU-newbies, whatever your level.



Fig 2. Ancient Classics subject guide online



Fig 3. The search-box, LibrarySearch, that searches all the content in MU Library

Use **LibrarySearch** (see Fig. 3 above) on the library homepage to discover everything MU Library holds on your subject and topics. It gives you the location and details of thousands of e-books and e-journals you can read online on your devices, as well as information on books, journal articles, and databases on your subject. We also have online e-dictionaries, encyclopaedias and e-books; basically, everything you need to write successful assignments. If it seems like a lot of stuff, start with your subject guide here ([nuim.libguides.com/ancientclassics](http://nuim.libguides.com/ancientclassics)) for basic suggestions and help.

You can access the information on LibrarySearch, and e-books, e-journals and databases when you're on or off-campus. You have options for basic and advanced search features to find exactly what you are looking for. Get hacks for running successful searches in our free LIST Online ([nuim.libguides.com/list-online](http://nuim.libguides.com/list-online)) tutorials, and come to our **LIST training sessions** in the library (later in Semester 1) to learn skills that will help in your essays and assignments. If you've any queries about finding material, whether it's online, or on the shelf, library staff are happy to help you; just ask at the Library desk or live *Library Chat* box on our homepage. You'll

also see us around campus in Semester 1 as we hold ‘pop-up’ events, where you can find out more about what the library can offer you.

Your **MyCard** (student card) entitles you to borrow material from the Library. If you are not sure how many items you can borrow, click on the Using the Library blue box (see Fig. 4 below) on the library homepage for information.

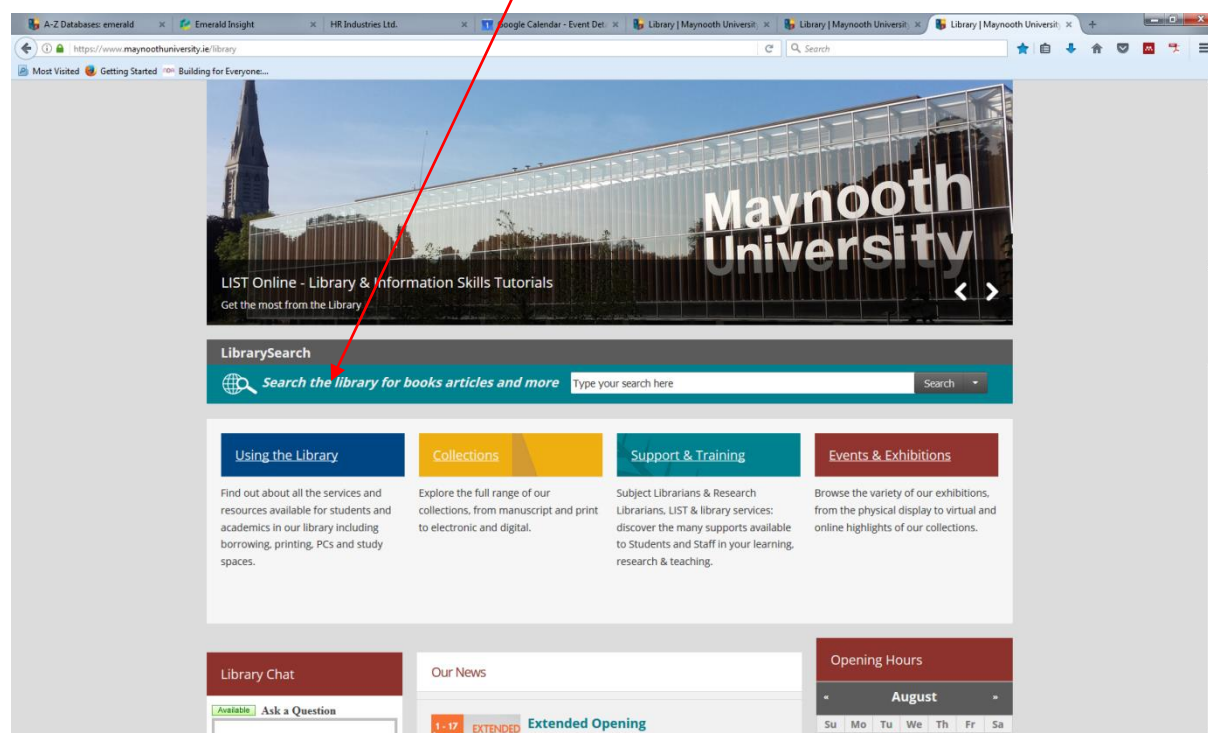


Fig. 4. Library Homepage with arrow to the Using the Library section

Explore the green box **Support and Training** for your subject guide, containing suggestions and lots of subject-support. Take our free, short, **online training sessions** in your own time to upskill in information skills that you’ll need in university; see LIST Online (nuim.libguides.com/list-online). They cover everything from finding items on your reading lists, to using e-books, avoiding plagiarism in your essays, and how to evaluate information – all essential skills for students.

You can borrow a laptop from the laptop-bank, opposite the library desk, to use within the library, or you can log on to one of the library PCs to do your essays. The Library is wireless so you can use your own laptop in the library too. We have a 3D printer available (ask us at the Library desk) as well as a colour photocopier, in

addition to numerous black and white photocopiers. You use your MyCard to load it with credit to print. **IT Services** have a dedicated space at the main library desk too where you can go if you need IT help. The **Maths Support Centre** (ground floor) and **Writing Centre** (level 1) are also located in the library.

Contact us ([library.information@mu.ie](mailto:library.information@mu.ie)) with your **queries** about using the Library, finding information for your studies or how to use any of the online material. There is no such thing as a ‘stupid question’. We all know it can be a lot to take in when you start in university and we are here to help you!

The Library wishes you every success in your studies and we really look forward to seeing you during your years in MU.

#### **USEFUL LINKS AND CONTACTS:**

Links:

- Library homepage: [www.maynoothuniversity.ie/library](http://www.maynoothuniversity.ie/library)
- Ancient Classics Subject Guide: [nuim.libguides.com/ancientclassics](http://nuim.libguides.com/ancientclassics)
- LIST online: [nuim.libguides.com/list-online](http://nuim.libguides.com/list-online)

Contact:

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