

**Maynooth University**  
**DEPARTMENT OF ANCIENT CLASSICS**

**STUDENT HANDBOOK**  
**GREEK**

Academic Year 2017-2018

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## 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 works, so please read it carefully. In addition to giving lecture timetables, it gives information on essays. 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>Senior Lecturer and Head of Department</b> Dr Kieran McGroarty	6	(01) 708 3973
<b>Professor of Classics</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 William Desmond	4	(01) 708 3693
Dr Maeve O'Brien	3	(01) 708 3807
Dr Michael Williams	7	(01) 708 3694
<b>Assistant Lecturer</b>		
Dr Kerry Phelan	2	(01) 708 3461

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. Fax No.
<i>Senior Executive Assistant</i> Ms Breege Lynch	9	Tel (01) 708 3316 Fax (01) 708 6485

### 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)

### NOTICE-BOARDS

There are notice-boards 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 notice-boards regularly.**

## GREEK FIRST YEAR

STRUCTURE OF ACADEMIC YEAR 2017-2018

### **FIRST SEMESTER: Monday 18 September – Friday 15 December 2017**

- *STUDY WEEK: Monday 30 October–Friday 3 November 2017*
- *STUDY WEEK: Monday 1–Friday 5 January 2018*

### **SECOND SEMESTER: Monday 29 January – Friday 4 May 2018**

- *STUDY WEEK: Monday 19–Friday 23 March 2018*
- *EASTER VACATION: Monday 26–Friday 30 March 2018*
- *STUDY WEEK: Monday 7–Friday 11 May 2018*

#### TEACHING ARRANGEMENTS

First semester: **4** periods per week

Monday	1 pm	T1 (John Hume Building)
Monday	5 pm	T8 (John Hume Building)
Wednesday	4 pm	T3 (John Hume Building)
Friday	11 am	T1 (John Hume Building)

Second semester: **4** periods per week

Monday	1 pm	T8 (John Hume Building)
Monday	5 pm	T8 (John Hume Building)
Wednesday	4 pm	T7 (John Hume Building)
Friday	11 am	T3 (John Hume Building)

The lecturer in the first semester will be Dr Campbell, in the second semester Dr Desmond.

#### MODULE SUMMARIES

### **GR151      AN INTRODUCTION TO ANCIENT GREEK I**

**Credits:** 7.5

**Semester:** 1

**Teaching methods:** 48 classes.

**Overview:** This module consists of a systematic introduction to the grammar, vocabulary, and discourses of the ancient Greek language. Taken together with GR152, the module will enable students to proceed to the guided reading of original texts on completion of the year.

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

- Identify and explain basic Greek grammar and syntax.
- Recognise a broad range of Greek vocabulary.

- Demonstrate the ability to read simplified passages of Greek.
- Demonstrate the ability to compose short phrases of Greek.
- Develop a deeper understanding of general language structures.
- Develop broadly applicable skills of language analysis.

**Assessment:**

Total marks 100, made up from:

1 x 3 hour written examination after Semester 1 [80 marks].

2 x assessment tests [20 marks].

**Required book purchases:**

M. Balme and G. Lawall, *Athenaze: An Introduction to Ancient Greek, Book I* (Third edition: American version), (USA: Oxford University Press, 2016).

**GR152 AN INTRODUCTION TO ANCIENT GREEK II**

**Credits:** 7.5

**Semester:** 2

**Pre-requisite:** GR151, or 'C' in Honours Greek in the Leaving Certificate, or equivalent.

**Teaching methods:** 48 classes.

**Overview:** This module consists of a systematic introduction to the grammar, vocabulary, and discourses of the ancient Greek language. Taken together with GR151, the module will enable students to proceed to the guided reading of original texts on completion of the year.

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

- Identify and explain basic Greek grammar and syntax.
- Recognise a broad range of Greek vocabulary.
- Demonstrate the ability to read simplified passages of Greek.
- Demonstrate the ability to compose short phrases of Greek.
- Develop a deeper understanding of general language structures.
- Develop broadly applicable skills of language analysis

**Assessment:**

Total marks 100, made up from:

1 x 3 hour written examination after Semester 2 [80 marks].

2 x assessment tests [20 marks].

**Required book purchases:**

M. Balme and G. Lawall, *Athenaze: An Introduction to Ancient Greek, Book II* (Third edition: American version), (USA: Oxford University Press, 2016).

**NOTICE TO FIRST YEAR STUDENTS WITH PREVIOUS KNOWLEDGE OF GREEK**

The course made up of modules GR151 and GR152 is an introductory course. A special course is designed for students who have passed Greek at an appropriate level in the Leaving Certificate examination, or who have an equivalent qualification. Any students in this category should make themselves known to Dr McGroarty at the very beginning of the year, so that the requirements of the course can be explained to them.

**GREEK  
SECOND YEAR**

TEACHING ARRANGEMENTS

There are **2** lecture hours per week for each module. First semester times will be fixed on **Monday 18 September at 12 noon in T3 (John Hume Building)**, and it is imperative that all students taking the course attend.

COURSE OUTLINE

<p><b>FIRST SEMESTER: Monday 18 September – Friday 15 December 2017</b></p> <p><i>STUDY WEEK: Monday 30 October–Friday 3 November 2017</i>  <i>STUDY WEEK: Monday 1–Friday 5 January 2018</i></p>		
<p><b>GR201</b></p> <p><b>Greek Text 1 (intermediate)</b>  <b>Euripides, <i>Medea</i></b></p> <p>Professor Scourfield  <b>24</b> lectures</p>	<p><b>GR202</b></p> <p><b>Greek Text 2 (intermediate)</b>  <b>Xenophon, <i>Anabasis</i></b></p> <p>Dr Phelan  <b>24</b> lectures</p>	<p><b>GR211</b></p> <p><b>Intermediate Greek Language 1</b></p> <p>Dr Phelan  24 classes</p>
<p><b>SECOND SEMESTER: Monday 29 January – Friday 4 May 2018</b></p> <p><i>STUDY WEEK: Monday 19–Friday 23 March 2018</i>  <i>EASTER VACATION: Monday 26–Friday 30 March 2018</i>  <i>STUDY WEEK: Monday 7–Friday 11 May 2018</i></p>		
<p><b>GR203</b></p> <p><b>Greek Text 3 (intermediate)</b>  <b>Thucydides, <i>Peloponnesian War</i>, Book 1</b></p> <p>Dr McGroarty  <b>24</b> lectures</p>	<p><b>GR204</b></p> <p><b>Greek Text 4 (intermediate)</b>  <b>Homer, <i>Odyssey</i>, 19</b></p> <p>Professor Scourfield  <b>24</b> lectures</p>	<p><b>GR212</b></p> <p><b>Intermediate Greek Language 2</b></p> <p>Dr Desmond  24 classes</p>

## MODULE SUMMARIES

### ▪ Modules GR201 and GR202

**Semester:** 1

**Credits:** Modules GR201 and GR202 are worth 5 credits each

**Teaching methods:** 24 classes

**Overview:** In GR201 and GR202 students will read Euripides, *Medea* and Xenophon, *Anabasis* paying attention to linguistic and literary features and to their historical and cultural contexts.

**Learning outcomes:** On successful completion of modules GR201 and GR202, students should be able to:

- Identify key syntax necessary for reading the texts.
- Recognise the vocabulary necessary for reading the texts.
- Distinguish the major morphological forms necessary for reading the texts.
- Develop an appreciation of the skills of analysis and synthesis inherent in reading the texts.
- Display the ability to read unseen Greek.
- Evaluate how values and themes are treated in the texts.

**Assessment:** Modules GR201 and GR202 are assessed as follows:

Total marks: 100.

Breakdown of the total marks:

1 x 1½ hour written examination after Semester 1 [75 marks].

1 x coursework essay [25 marks].

**Final deadline for submission of essays** for GR201 and GR202: **5.00 pm Mon. 27 Nov. 2017.**

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

### ▪ Modules GR203 and GR204

**Semester:** 2

**Credits:** Modules GR203 and GR204 are worth 5 credits each

**Teaching methods:** 24 classes

**Overview:** In GR203 and GR204 students will read Thucydides, *Peloponnesian War*, Book 1 and Homer, *Odyssey*, 19 paying attention to linguistic and literary features and to their historical and cultural contexts.

**Learning outcomes:** On successful completion of modules GR203 and GR204, students should be able to:

- Identify key syntax necessary for reading the texts.
- Recognise the vocabulary necessary for reading the texts.
- Distinguish the major morphological forms necessary for reading the texts.
- Develop an appreciation of the skills of analysis and synthesis inherent in reading the texts.
- Display the ability to read unseen Greek.
- Evaluate how values and themes are treated in the texts.

**Assessment:** Modules GR203 and GR204 are assessed as follows:

Total marks 100.

Breakdown of the total marks:

1 x 1½ hour written examination after Semester 2 [75 marks].

1 x coursework essay [25 marks].

**Final deadline for submission of essays** for GR203 and GR204: **5.00 pm Friday 13 April 2018.**

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

▪ **Module GR211**

**Semester:** 1

**Credits:** Module GR211 is worth 5 credits

**Teaching methods:** 24 classes

**Overview:** In this module, students who have already achieved a basic working knowledge of Greek will be coached in the grammatical knowledge, dictionary skills, and practical techniques necessary for pursuing independent reading and study with understanding and with an appreciation of problems in linguistic interpretation.

**Learning outcomes:** On successful completion of module GR211, students should be able to:

- Identify and explain the morphology, grammar and syntax necessary for reading Greek.
- Recognise the essential vocabulary for reading Greek.
- Demonstrate the skills of analysis and synthesis inherent in reading Greek.
- Display the ability to read Greek from a variety of authors.

**Assessment:** Module GR211 is assessed as follows:

Total marks: 100.

1 x 2 hour written examination at the end of Semester 1 worth 80%.

1 mid-semester class test worth 20%.

▪ **Module GR212**

**Semester:** 2

**Credits:** Module GR212 is worth 5 credits

**Teaching methods:** 24 classes

**Overview:** In this module, students who have acquired a good working knowledge of Greek will apply their skills to the guided reading and translation of unadapted and unseen passages of prose and verse.

**Learning outcomes:** On successful completion of module GR212, students should be able to:

- Demonstrate a full grasp of Greek morphology, grammar and syntax.
- Recognise the necessary vocabulary for reading unseen Greek.
- Demonstrate the skills of analysis and synthesis inherent in reading unseen Greek.
- Display the ability to read seen/unseen Greek from a variety of authors.

**Assessment:** Module GR212 is assessed as follows:

Total marks: 100.

1 x 2 hour written examination at the end of Semester 2.

**GREEK  
THIRD YEAR**

TEACHING ARRANGEMENTS

There are **2** lecture hours per week for each module. First semester times will be fixed on **Monday 18 September at 12 noon in T3 (John Hume Building)**, and it is imperative that all students taking the course attend.

COURSE OUTLINE

<p><b>FIRST SEMESTER: Monday 18 September – Friday 15 December 2017</b></p> <p><i>STUDY WEEK: Monday 30 October–Friday 3 November 2017</i>  <i>STUDY WEEK: Monday 1–Friday 5 January 2018</i></p>		
<p><b>GR301</b></p> <p><b>Greek Text 1 (advanced)</b>  <b>Euripides, <i>Medea</i></b></p> <p>Professor Scourfield  <b>24</b> lectures</p>	<p><b>GR302</b></p> <p><b>Greek Text 2 (advanced)</b>  <b>Xenophon, <i>Anabasis</i></b></p> <p>Dr Phelan  <b>24</b> lectures</p>	<p><b>GR307</b></p> <p><b>Greek Independent Textual Study</b></p> <p>Dr Desmond</p>
<p><b>SECOND SEMESTER: Monday 29 January – Friday 4 May 2018</b></p> <p><i>STUDY WEEK: Monday 19–Friday 23 March 2018</i>  <i>EASTER VACATION: Monday 26–Friday 30 March 2018</i>  <i>STUDY WEEK: Monday 7–Friday 11 May 2018</i></p>		
<p><b>GR303</b></p> <p><b>Greek Text 3 (advanced)</b>  <b>Thucydides, <i>Peloponnesian War</i>, Book 1</b></p> <p>Dr McGroarty  <b>24</b> lectures</p>	<p><b>GR304</b></p> <p><b>Greek Text 4 (advanced)</b>  <b>Homer, <i>Odyssey</i>, 19-20</b></p> <p>Professor Scourfield  <b>24</b> lectures</p>	<p><b>GR308</b></p> <p><b>Greek Essay Project</b></p> <p>Dr Campbell</p>



## COURSE REQUIREMENTS

Students who have already completed **two** years' full time study of Greek **must** take modules GR301, GR302, GR303, GR304, GR307, and GR308.

### ▪ **Modules GR301 and GR302**

**Semester:** 1

**Credits:** Modules GR301 and GR302 are worth 5 credits each

**Teaching methods:** 24 classes

**Overview:** In GR301 and GR302 students will read Euripides, *Medea* and Xenophon, *Anabasis* paying attention to linguistic and literary features and to their historical and cultural contexts.

**Learning outcomes:** On successful completion of modules GR301 and GR302, students should be able to:

- Explain key syntax necessary for reading the texts.
- Recognise the vocabulary necessary for reading the texts.
- Distinguish the major morphological forms necessary for reading the texts at an advanced level.
- Develop an appreciation of the skills of analysis and synthesis inherent in reading the texts at an advanced level.
- Display the ability to read unseen Greek at an advanced level.
- Evaluate how values and themes are treated in the text.

**Assessment:** Modules GR301 and GR302 are assessed as follows:

Total marks 100.

Breakdown of the total marks:

1 x 1½ hour written examination after Semester 1 [50% of total mark].

1 x 2 hour class test (essay and unprepared translation) [50% of total mark].

An optional coursework essay will also be available in each module. The essay mark will be applied only if it is to the student's advantage, when it will count for 33% of the total mark, with the remaining 67% being made up of the examination and the class test together.

**Final deadline for submission of essays** for GR301 and GR302: **5.00 pm Mon. 27 Nov. 2017.**

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

### ▪ **Modules GR303 and GR304**

**Semester:** 2

**Credits:** Modules GR303 and GR304 are worth 5 credits each

**Teaching methods:** 24 classes

**Overview:** In GR303 and GR304 students will read Thucydides, *Peloponnesian War*, Book 1 and Homer, *Odyssey*, 19-20 paying attention to linguistic and literary features and to their historical and cultural contexts.

**Learning outcomes:** On successful completion of modules GR303 and GR304, students should be able to:

- Explain key syntax necessary for reading the texts.
- Recognise the vocabulary necessary for reading the texts.
- Distinguish the major morphological forms necessary for reading the texts at an advanced level.
- Develop an appreciation of the skills of analysis and synthesis inherent in reading the texts at an advanced level.
- Display the ability to read unseen Greek at an advanced level.
- Evaluate how values and themes are treated in the text.

**Assessment:** Modules GR303 and GR304 are assessed as follows:

Total marks 100.

Breakdown of the total marks:

1 x 1½ hour written examination after Semester 2 [50% of total mark].

1 x 2 hour class test (essay and unprepared translation) [50% of total mark].

An optional coursework essay will also be available in each module. The essay mark will be applied only if it is to the student's advantage, when it will count for 33% of the total mark, with the remaining 67% being made up of the examination and the class test together.

**Final deadline for submission of essays for GR303 and GR304: 5.00 pm Friday 13 April 2018.**

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

▪ **Module GR307**

**Semester:** 1

**Credits:** Module GR307 is worth 5 credits

**Teaching methods:** 80 self-directed study hours, in consultation with a designated co-ordinator.

**Overview:** Two major Greek texts will be read closely with the assistance of lexical and electronic tools in order to develop skills in the reading, grammatical analysis, and translation of the text/s concerned.

**Learning outcomes:** On successful completion of module GR307, students should be able to:

- Explain syntax necessary for reading advanced Greek texts.
- Recognise vocabulary necessary for reading advanced Greek texts.
- Distinguish morphology necessary for reading advanced Greek texts.
- Develop skills of analysis and synthesis inherent in reading advanced Greek texts.
- Display the ability to read unseen Greek at an advanced level.
- Evaluate how values and themes are treated in the text.

**Assessment:** Module GR307 is assessed as follows:

Total marks: 100.

1 x 2 hour written examination at the end of Semester 1.

▪ **Module GR308**

**Semester:** 2

**Credits:** Module GR308 is worth 5 credits

**Teaching methods:** 80 self-directed study hours, in consultation with a designated co-ordinator.

**Overview:** This module requires the student to pursue in-depth study and research on one of a number of designated topics. The student will have a choice from a range of topics related to texts studied at Levels 2 and 3. The aim is to develop research and writing skills at a level beyond those normally required for coursework essays.

**Learning outcomes:** On successful completion of module GR308, students should be able to:

- Demonstrate breadth and depth of knowledge in one author, genre or theme in the Greek corpus.
- Develop broadly transferable research skills (e.g. analysis and comparison of evidence).
- Apply and evaluate different methodologies and scholarly approaches.
- Demonstrate the ability to write effectively at an advanced level.
- Demonstrate a capacity for imaginative, lateral thinking.

**Assessment:** Module GR308 is assessed as follows:

Total marks: 100.

1 essay of *c.* 5,000 words at the end of Semester 2.

**Final deadline for submission of essays for GR308: 5.00 pm Friday 13 April 2018.**

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

## ESSAYS

### GENERAL REGULATIONS

- **All students are required to familiarize themselves with the terms and conditions set out in this section, and to act accordingly.**
- A coursework essay forms a compulsory part of the assessment in modules GR201, GR202, GR203, and GR204. An essay *may be taken* as part of the assessment in modules GR301, GR302, GR303 and GR304; the Department recommends that students taking a full set of modules at this level submit an essay in at least *two* of those modules. In module GR308, the assessment is entirely based on an extended-length coursework essay. Essays do *not* form part of the assessment in modules GR151, GR152, GR211, GR212, or GR307. For further details concerning assessment, see the pages in this booklet relating to the courses for first, second, and third year.
- Essays, with a Departmental **Essay Cover Sheet** (see below under PLAGIARISM), should be **deposited in the letterbox outside office 9 in the Arts Building** (Departmental Office) by the deadline given. **TWO COPIES** of each essay must be submitted, each with a Departmental Essay Cover Sheet. **A word count must also be supplied.** **Do not hand essays to members of staff, or leave essays under their doors.**
- Where an essay forms a compulsory part of the assessment of a module, the value of taking the essay seriously is obvious. Where an essay is optional, there are also major advantages in doing it: for example, it will improve your overall mark if the mark for the essay is better than the mark for the exam (if it is worse, it will not be counted), and it will help you to gather and focus your thoughts on a particular topic, which is (among other things) very good preparation for the exam. Remember that an essay is not only a form of assessment, but an extremely valuable exercise in the learning process in its own right. Essays also give you an opportunity to develop your writing skills, which will be important when you come to write your answers in exams. **If you have a problem with an essay, always go to see the staff member concerned; they are there to help you.**

### LATE SUBMISSION OF ESSAYS

- Ten percentage points will be deducted from the mark awarded for an essay during the first week (or part thereof) that the essay is submitted beyond the due date. An essay submitted more than one week late will not be accepted, 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 essay will be penalized as described above.
- **For the Academic Year 2017-2018, the following schedule will be adopted for the imposition of penalties for late submission:**

#### **First Semester**

**Due date for all first semester essays: Monday 27 November 2017 by 5 pm.**

A penalty of ten percentage points will be deducted from the mark awarded for an essay submitted in the week from 5 pm on Monday 27 November to 5 pm on Monday 4 December 2017.

#### **Second Semester**

**Due date for all second semester essays: Friday 13 April 2018 by 5 pm.**

A penalty of ten percentage points will be deducted from the mark awarded for an essay submitted in the period from 5 pm on Friday 13 April to 5 pm on Friday 20 April 2018.

## GUIDE TO ESSAY PRESENTATION

### INTRODUCTION

This guide is intended to help you with the presentation of the essays you will write 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 essays must be typed.

### USING SOURCES: SOME GENERAL POINTS

When you submit an essay, you will make frequent 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. The format outlined below is based on the ‘Harvard’ style, which is perhaps the easiest to use. For further information on using sources, see G. Harvey, *Writing With Sources: A Guide for Students* (Hackett, 1998).

### 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 footnotes without the brackets.

#### References to modern works

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 the following text from p. 96 of David Shotter's book *The Fall of the Roman Republic* (London, 1994): ‘Historians have traditionally seen the battle of Actium as a watershed — the end of the republic and beginning of the Augustan *principate*. It is doubtful whether most Romans would have been aware of this great milestone, as Octavian, his faction and patronage represented a massive demonstration of continuity.’ Any quotation from, or reference to this text, will be followed by the reference (Shotter 1994: 96) either in parentheses or in a footnote. This contains the name of the author, the date of publication, and the page number.

#### References to ancient sources

The system of referring to ancient sources does not use 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.

If, for example, 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). If you quote the text, the passage in your essay will look something like this:

In the words of one ancient writer, ‘political equality was a thing of the past; all eyes watched for imperial commands’ (Tacitus, *Annals*, 1.4).

Sometimes you will want to refer to, but not quote, an ancient author. In this case, the passage in your essay will look something like this:

One ancient author famously suggested that the rise of the emperor brought an end to free politics at Rome (Tacitus, *Annals*, 1.4).

At other times, you will want to refer not to one chapter in an ancient work, but to several chapters. In this case, the passage in your essay will look something like this:

Tacitus, writing a hundred years after the events he describes, saw the rise of Augustus as bringing to an end political liberty. In his view, the emperor buttressed his position by means of force and the establishment of a dynasty, while efforts to maintain the outward forms of the republic represented nothing but a sham (Tacitus, *Annals*, 1.2-4).

## BIBLIOGRAPHY

All essays 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.

## 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 essay. **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 compulsory written work a copy of the Departmental **Cover Sheet**, and sign the declaration at the bottom of the sheet. An essay 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, also consult the following link: [www.maynoothuniversity.ie/exams/information-students](http://www.maynoothuniversity.ie/exams/information-students).