Course Specifications

Valid as from the academic year 2020-2021

Due to Covid 19, the education and evaluation methods may vary from the information displayed in the schedules and course details. Any changes will be communicated on Ufora.

Course

Writing, Government and Administration in the Middle Ages and the Early Modern Period (A005373)

Valid as from the academic year 2020-2021

Course Specifications

Due to Covid 19, the education and evaluation methods may vary from the information displayed in the schedules and course details. Any changes will be communicated on Ufora.

Course size (nominal values; actual values may depend on programme)

<table>
<thead>
<tr>
<th>Credits</th>
<th>Study time h</th>
<th>Contact hrs</th>
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<tbody>
<tr>
<td>5.0</td>
<td>150</td>
<td>45.0</td>
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Course offerings and teaching methods in academic year 2020-2021

<table>
<thead>
<tr>
<th>A (semester 2)</th>
<th>Dutch</th>
<th>Gent</th>
<th>excursion 5.0 h</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>seminar: coached 5.0 h</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>exercises</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>lecture 30.0 h</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>microteaching 5.0 h</td>
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Lecturers in academic year 2020-2021

Vereeken, Rayek LW03 staff member
Van Gassen, Tineke LW03 lecturer-in-charge

Offered in the following programmes in 2020-2021

| Bachelor of Arts in History | 5 | A |
| Linking Course Master of Arts in History | 5 | A |
| Preparatory Course Master of Arts in History | 5 | A |

Teaching languages

Dutch

Keywords

Administrative-governmental (or: documentary) writing practices, auxiliary sciences, Middle Ages, Early Modern Period

Position of the course

This course offers an overview of the development of documentary writing processes in Europe during the Middle Ages and Early Modern Period. Students will gain insight into the terminology and methodologies used to study medieval and early modern history, in particular the auxiliary sciences of diplomatics, technical chronology (e.g. conversion methods) and sigillography (sphragistics). At the end of the course students will be able to interpret and give critical comment on both the external features and characteristics relative to the content of documentary sources. Finally they will be able to determine whether or not these features correspond to the norms of the time they reportedly stem from (critical authentication).

Contents

Documentary writing practices; pragmatic literacy, (digital) diplomatics (study of charters), technical chronology (e.g. conversion methods), and sigillography (sphragistics); creation of medieval archives and archival management, digital applications and tools developed and used to study documentary sources.

Initial competences

Knowledge of Latin can be useful but is not compulsory - alternative source texts in vernacular language will also be used.

Final competences

1. Have proficient knowledge of historical conceptual frameworks (also in another language than Dutch), and of the most important historical facts, and historical explanations.
2. Have insight into the epistemology and academic practice of historiography.
3. Have a referential framework for various historical periods: the middle ages, the early

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modern period.
4 Have insight into the methodology of history.
5 Have a basic knowledge of the diversity of sources and academic literature (also in another language than Dutch) used in historical research and the specialist skills required to read and interpret sources (also in another language than Dutch).
6 Have the ability to initiate problem-oriented historical research.
7 Have the ability to assess and employ the results of historical research (also in another language than Dutch) and to place them in the correct national and international historiographical context.
8 Have the ability to critically apply quantitative and qualitative methods and techniques.
9 Have the ability to indicate the most appropriate types of sources relative to a specific historical research question.
10 Have the ability to use scientific criteria to justify heuristic methods and bibliographical research in the field of history.
11 Have the ability to critically follow evolutions in historiography (also in another language than Dutch), and to further develop one’s own skills in this.
12 Have the ability to approach a problem from multiple perspectives – multiperspectivism.
13 Have the ability to participate actively in group discussions (also in another language than Dutch) and to communicate the results of historical research to both experts and peers in a clearly structured oral presentation, in a clear and academically correct language.
14 Have the ability to work with one’s colleagues on a project (also in another language than Dutch).
15 Have the ability to interpret contemporary developments from a historical-comparative perspective.
16 Have insight into the way in which historical scientific research functions and is organized.
17 Have insight into how related human and social sciences function.
18 Have insight into how archives and heritage institutions work.

Conditions for credit contract
Access to this course unit via a credit contract is determined after successful competences assessment

Conditions for exam contract
This course unit cannot be taken via an exam contract

Teaching methods
Excursion, lecture, microteaching, seminar: coached exercises

Extra information on the teaching methods
- (theoretical) lectures
- lectures with plenary exercises
- tutorial
- microteaching
- excursion
Because of COVID19, modified teaching forms can be rolled out if this proves necessary, more detailed information will then be provided by Ufora.

Learning materials and price
Syllabus (in Dutch) + teaching material available on Ufora (cost: 0 euro)

References
- M. M. Cárcel Ortí, Vocabulaire international de la Diplomatique (Valencia, 1997).

Course content-related study coaching
Via Ufora, e-mail and in person after appointment

Evaluation methods
end-of-term evaluation and continuous assessment

Examination methods in case of periodic evaluation during the first examination period
Written examination, oral examination

Examination methods in case of periodic evaluation during the second examination period
Written examination, oral examination

Examination methods in case of permanent evaluation
Participation

(Approved)
Possibilities of retake in case of permanent evaluation
examination during the second examination period is possible

Extra information on the examination methods

**Written and oral exam (80%)**
- written examination: exercises related to the teaching modules of 'Chronology' and 'Diplomats'
- oral examination (with written preparation time): questions related to the theoretical teaching modules and the reader

**Participation, presentation and group work (20%)**
- participation during classes, participation in class discussions
- oral presentations (supported by a powerpoint presentation) relative to a specific subtheme, archival group work

Calculation of the examination mark

**Periodical assessment (80%)**: Written and oral examination

**Non-periodical assessment (20%)**: Participation, presentation and group work
Students must take all forms of examination.

Facilities for Working Students

Facilities:
1. Possible exemption from educational activities requiring student attendance, allocation of a substitute task
2. Possible rescheduling of the examination to a different time in the same academic year
3. Feedback can be given by email or during an appointment during office hours

Extra information:
For more information concerning flexible learning: contact the monitoring service of the faculty of Arts and philosophy

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