**College of Sustainability**

**Independent Study Contract and Syllabus Template**

Independent studies provide opportunities for students to pursue in-depth studies in areas that are not available through existing courses. Students are permitted to complete a maximum of 6 credit hours in total of independent study in their ESS program.

**ESS Independent Study Contract**

**Student name and ID#:**

**Student email:**

**Supervisor:**

**Supervisor email:**

**Course Instructor of Record:** Georgia Klein

**Academic Term (Fall, Winter or Summer):**

**Year:**

**Course number** (SUST 4800 for first SUST Independent Study, SUST 4801 if this is your second SUST Independent Study):

**Brief Description of Study:**

**Submit completed Contract and Syllabus to Georgia Klein (**[**Georgia.klein@dal.ca**](mailto:Georgia.klein@dal.ca)**) to receive permission to register.**

**Office use only**

**Approved by Instructor of Record:**

**Date:**

**ESS Independent Study Syllabus Template**

1. **EXPECTATIONS FOR INDEPENDENT STUDY**

The proposed Directed Studies course will focus on [add area here].

The student will:

1) Communicate regularly with course supervisor to discuss the independent study.  
2) Read and reflect upon relevant literature related to the project.

3) Analyse the literature and develop themes for analysis.

4) Report findings in the form of a major research paper of 2500 words.

1. **THE CONTEXT**

[Describe the general context here, and any key themes and sources already identified, in 1-2 paragraphs of 250-500 words.]

1. **COURSE OBJECTIVES/LEARNING OUTCOMES**

|  |  |  |
| --- | --- | --- |
| **Learning outcome** | **Learning sub-outcome** | **How to accomplish** |
| [complete this table] |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. **PROPOSED EVALUATION**

|  |  |  |
| --- | --- | --- |
| **Component** | **Weight** | **Due Date** |
| [include details below] | % |  |
|  |  |  |
|  |  |  |
|  |  |  |

**A final grade indicating grades for each component and an overall final grade, with optional comments, will be provided to the student and to the course instructor (Georgia Klein) at least one week before the deadline to submit grades for the term.**

1. **DETAILS OF ASSIGNMENTS AND EVALUATIONS (Example, modify as needed in consultation with Supervisor)**
2. **Annotated Bibliography**

An annotated bibliography is an organized list of citations to books, documents, articles, which describes the source in a short and descriptive way. The instructor will offer weekly readings for the student to read. The student is expected to produce an annotation for each of the readings. Included in each annotation will be:

* author, title, publication information, formatted in APA or MLA style
* a discussion of the purpose of the work
* a description of the general contents
* a list of the main points of the reading
* an evaluation of the value and significance of the work to the study
* your own brief impression of the work

1. **Thesis, Sources and Outline**

Provide a statement of the study area, thesis, and research question(s) in paragraph form, and an outline of the paper in outline (bullet) form indicating sources. Separate from the outline, include key block quotes, illustrations (if any), and a list of references.

1. **Draft Research Paper**

Provide a full draft of the paper in paragraph form, with sources and references, illustrations with captions, and a list of references.

1. **Final Paper Development**

Provide a final version of the paper in paragraph form, with sources and references, illustrations with captions, and a list of references. The final paper should reflect comments received on the draft.

1. **Stewardship of the Process**

The student will be evaluated on their stewardship of the process during the semester, including the following:

* The student used of a range of available resources to assist in project completion;
* Feedback on written components was sought from instructor
* The student communicated regularly with the instructor
* Drafts of written components were revised and improved

1. **READINGS**

[add initial readings]