

Key points for writing up field work for the Sacred Geography Module.

[edited BB - 16 Dec 2015]

Your final paper for your second assignment must contain the following sections:

1. Introduction

Your paper needs to start with the sentence 'The aim of this research is....' where you state your aim, and briefly touch on your academic rational and methodology. Then talk about some of the literature you will draw on and raise the themes that the essay will discuss as a result of your findings. It is not usual to include your conclusion. Make sure that this is, in fact, an introduction, whose purpose is to introduce, not an abstract whose purpose is to summarise.

2. Academic Rational

Discuss why you are doing the project. To do so you need to state different opinions from different authors concerning their views about the sacred space. These sources need to be relevant to your research project.

3. Methodology

Describe what will constitute your research project, what you will be observing or watching, how you will take notes, and whether you will use photos or drawings. If you are interviewing people what is your target group and discuss the ethical requirements. Support your chosen methodology with citations to justify your selection of this method.

4. Reflexive Considerations

Who you are changes what you will observe. Thus you need to give a few sentences about you, your gender, age (not necessarily in years), and cultural background.

5. Literature Review

Discuss the literature that is relevant to your research. This is essentially a compare and contrast exercise. For example, talking of the sky, Tim Ingold may argue for our lack of outside contact but in contrast Nick Campion claims that people have always had a link to the sky. Bring up different opinions and contrast or compare them and most importantly comment on these opinions. In your own research project, you are interested in seeing whether your findings will support or not support some of these comments, so make sure that you complete this section with a statement to this effect. Special Note: This is where you set up your research question and you need to refer to this material in a different places when you write up and discuss your field work results. If you do not refer back to the theory, your literature review, you will lose marks as you will not be placing your own fieldwork into a larger academic context.

6. Field work and Discussion

Your field work is your raw data, your primary source evidence. It is not your paper. Thus

do not simply present your findings with no comment. Your paper is where you write up what you found by doing the field work.

VIP: Steps for turning raw field work into a paper

Go through all of your field work and make notes of where your findings link up with your literature review AND also make notes of themes, or a key word.

Take these key words or themes and organise your field work data under these themes. For example, if you were walking a landscape, then you may group all your entries about trees, or water under the one heading. Or you may choose to group together all the entries where you discovered things in the landscape. How you group them is a key part of your work as a researcher and how you are interpreting the raw data of your field work. The one thing that you should avoid is simply looking at your field work in a linear format reporting on each observation with no link or connection to other findings.

When it comes to writing this section you write it up under THEMES.

Give each theme a heading. Then under that heading discuss your field work AND link your findings back to your literature review. CONCLUDE each theme.

You should aim to develop at least three to four themes.

7. Final Thoughts

Under this section pull all the different themes together, in a sense comparing and even contrasting them. This will enable you to then discuss your own insights that your research has provided.

8. Conclusion

The first sentence of your conclusion should be something like 'The aim of this research project was to...' You thus restate your aim, academic rationale, method used, and then summarise the main points and/or themes that you developed in the paper. No new material should be added in this section. If you have a new idea while working on this section then place it in the 'Final Thoughts' section or earlier in the 'Field Work and Discussion Section'. Finish the paper with a concluding sentence that summarises your thoughts and or findings.

9. Bibliography

In your bibliography include all the sources you have used in your paper.

If you wish you can also include an appendix but use this sparingly. It is far better to include images directly in your text rather than forcing the reading to move backwards and forwards from your appendix to the body of your essay while reading.

If any of the above sections are missing from your paper then your marks will suffer.

Additionally notes on using images in your essays.

Using your own images

If you are the photographer then you can use your own images but always state, image by author and the date and place of the image. If you are using other images, then you need to be aware of the following:

Referring to Works of Art

a) When citing the title of a painting or sculpture for the first time in the text, give full details of date and location. For example: '... this technique can be identified in Botticelli's *Mystic Nativity* (1500, London, National Gallery) and in the *Apollo and Daphne* by Gianlorenzo Bernini (1622-1625 Rome, Villa Borghese) ...'.

Subsequent references to the same work normally require only the title, but sometimes, when an artist has produced several works of the same subject (such as Cézanne's paintings of Mont Sainte-Victoire), it is necessary to specify the particular one referred to by identifying it by date and/or location. This avoids unnecessary confusion.

b) Titles of works of art should always be italicised. Bear in mind that for pre-modern works of art, the conventional 'titles' used only reflect the conventional ways in which the work is described, and not a 'title' in the sense of a name given to a work by an artist. In these cases the titles given to such works may vary, and may change according to the language of the book or article or website in which the work appears. So you might see 'Ognissanti Madonna' or 'Madonna d'Ognissanti'. Use the English translation of the title: you will usually be able to find this by consultation of basic works in English.

c) References to architectural works should be in normal script, not italicised, but should have dates and locations. For example:

'... the church of S.Giorgio Maggiore by Andrea Palladio (begun 1566; Venice) ...'.

Sometimes you will find variants of the same building, such as 'Scrovegni Chapel' and also 'Arena Chapel'. Use what appears to be the most conventional title in the English-speaking works.

Inserting images and image captions in your work

Any image included in an essay or dissertation requires a caption. Use the 'Insert – Photo – Picture From File' function in the menu along the top of the page and keep the image in-line rather than wrapped. Then click on the image and use the 'Insert – Caption' (under 'Insert-Footer') function along the top menu. This will bring up a caption box with 'Figure 1.' 'Figure 2', 'Figure 3' automatically and consecutively. Click 'OK' and then manually write in the image details in the caption box. The convention for images is:

Name of artist, name of work, year, medium, size (if known) building in which the image is housed, place. Image attribution (for example – Image: The Metropolitan Museum of Art, NY) or Image: Wikimedia Commons).

Never include a URL as part of your image caption.

Never footnote an image caption.