Welcome to Oxford, or welcome back to Oxford!

This handbook is provided for students on the BA in Geology and MEarthSci in Earth Sciences for the academic year 2023-24. Whether you are arriving for the first time, or returning for another year, you should find that it contains the key information that you need to navigate your way around the Earth Sciences degree course:

- how the course is taught;
- course structure;
- details of options;
- logistics of practical work and fieldwork; and
- modes of examination and assessment.

This handbook also contains all of the important dates (of teaching terms, course-work submission deadlines, field courses and so on), that you will need to be aware of through the year.

This handbook is only available online. This and other web-based resources can be found through the 'undergraduate course' links on the departmental website:

https://www.earth.ox.ac.uk/teaching/undergraduates/course-information/

Please refer to the online version which will be updated as necessary during the year.

If you have any questions regarding the course or the Department, please consult this handbook first - it is a mine of information; however, if you can't find the answer to any particular questions you have relating to the course, you should contact your college tutor or the Undergraduate Course Advisor.

It is important to note that this handbook only pertains to this current academic year and a new handbook is issued each academic year: the Earth Sciences course is constantly evolving as staff change and knowledge develops.

Stuart Robinson (Associate Head of Department for Teaching)

David Pyle (Undergraduate Course Advisor)

The Examination Regulations relating to this course are available at:

https://examregs.admin.ox.ac.uk/

If there is a conflict between information in this handbook and the Examination Regulations then you should follow the Examination Regulations. If you have any concerns please contact:

emma.brown@earth.ox.ac.uk

The information in this handbook is accurate as at 10 October 2023. However it may be necessary for changes to be made in certain circumstances, as explained at:

www.ox.ac.uk/coursechanges

If such changes are made the Department will publish a new version of this handbook together with a list of the changes and students will be informed.
<table>
<thead>
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<th>Changes since version 1.4</th>
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<tr>
<td>1. Corrections on p95 and 97 to reflect that 3rd and 4th year exams will be in person in 2023-3.</td>
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<td>2. Missing header (handbook version number) and footer (page number) added back in.</td>
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<td>1. Updates to instructions for Independent Project submission on p61.</td>
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<tr>
<td>1. Deadline for Introduction to Geological Processes coursework updated on p23 and p94.</td>
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How to use this handbook

At the beginning of this handbook, you can find general information, organised alphabetically, relating to all undergraduate students in 2023-24. You will then find separate sections for 1st, 2nd, 3rd and 4th years, including course details and other important information. At the beginning of each of these sections is a table of important dates - please put these dates in your diary now. At the end of the handbook are the appendices, relevant to all students.

Other sources of information

1. Examination Regulations: These can be accessed online at:
   https://examregs.admin.ox.ac.uk/

2. Online Handbook: This can be accessed on the departmental website here:
   https://www.earth.ox.ac.uk/teaching/undergraduates/course-information/
   and on Canvas:
   https://canvas.ox.ac.uk/

3. Lecture List:  
   http://wise-tt.com/wtt_ou_earth/

4. University Student Handbook: This contains essential information for students, and can be found here:
   http://www.proctors.ox.ac.uk/handbook/handbook/

5. Health and Welfare: The University website has a general guide to student health and welfare issues
   https://www.ox.ac.uk/students/welfare?wssl=1
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GENERAL INFORMATION A-Z

Here is the essential information about Earth Sciences.
This is information for 2023-24 only.

Accreditation

The undergraduate courses are accredited by the Geological Society of London.

Academic Administration Office

This is the office that looks after the undergraduate course and all related matters. It is located in room 10.33 on the ground floor, and usually has core hours during term of:

- Monday 8.30am-4.00pm
- Tuesday 8.30am-4.00pm
- Wednesday 7.00am-3.00pm
- Thursday 7.00am-3.00pm
- Friday 9.00am-2.00pm

Academic Administration Team

Emma Brown
Academic Administrator
emma.brown@earth.ox.ac.uk
Monday 6.45-4.00 (Home)
Tuesday 6.45-4.00 (Home)
Wednesday 6.50-3.00 (Office)
Thursday 6.50-3.00 (Office)
Friday 6.45-4.00 (Home)

Every other Friday non-working

Liz Crabbe
Academic Administrative Assistant
elisabeth.crabbe@earth.ox.ac.uk
Monday 9.00-2.00 (Home)
Tuesday 9.00-2.00 (Home)
Wednesday 9.00-2.00 (Office)
Thursday 9.00-2.00 (Office)
Friday 9.00-2.00 (Office)

Claire Rylatt
Academic Administration Officer
claire.rylatt@earth.ox.ac.uk
Monday 8.30-4.30 (Office)
Tuesday 8.30-4.30 (Office)
Wednesday 8.30-4.30 (Office)
Thursday 8.30-4.30 (Home)
Friday 8.30-4.30 (Home)

Elizabeth Crowley, Departmental Librarian
(Departmental Library, Ground Floor)
elizabeth.crowley@earth.ox.ac.uk
Monday 8.30-1.00 (Library)
Tuesday 8.30-12.30, 1.30-2.30 (Library)
Wednesday 8.30-12.30 (Home)
Thursday 8.30-12.30 (Library)
Friday 8.30-12.30 (Library)
Aims and Objectives of the Department

1. To provide students with a course of the highest academic quality in a challenging but supportive learning environment.

2. To provide students with a broad, balanced knowledge of Earth Sciences.

3. To develop transferable skills related to problem solving, communication, practical techniques and computing.

Building

The Department moved to the current building in 2010, enjoying world-class teaching and research facilities. The formal teaching facilities (laboratories, lecture rooms and library) are all located on the ground floor, connected by the atrium and the undergraduate common area. Tutorials take place either in academic offices, or in meeting rooms on L2 or 04. Access to the building out of hours is controlled by your university swipe cards, with entry through the door next to the rotating door at the front of the building, or through the bike shed at the back of the building.

Careers Advice

The University Careers Service is available for advice and guidance right from the very start of your course. They can advise you on how and where to gain relevant work experience and internships outside of term time, as well as provide mentoring opportunities, CV workshops and advice on graduate careers. You can sign up via their website: http://www.careers.ox.ac.uk/ or visit their office at 56 Banbury Road. The University Geological Society (OUGS) also organise one-to-one sessions with our dedicated Careers Advisor in the Department, and a geoscience careers fair in Michaelmas Term.

The Department holds an annual Careers Fair in Michaelmas term each year.

Our alumni – those who have graduated before you – may also be a valuable resource: Earth Sciences alumni are forging careers in a wide range of industries and roles where the skills learned during the undergraduate course can be applied, as well as a few who are putting those skills to good use in entirely unrelated fields.

Alumni frequently visit the Department to advise students and share their experience of life beyond University - whether as part of a recruitment event or in smaller, face-to-face sessions. Many of you will find internships through alumni connections. Department alumni are also members of a dedicated Linkedin group, which you can join to start your career networking well before Finals: https://www.linkedin.com/groups/3379392.

Undergraduate contributions to the annual alumni magazine are particularly welcome, as are volunteers for alumni events.

If you have any questions, or would like to contact one of our alumni for careers advice, please don't hesitate to contact the Outreach and Communications Officer: alumni@earth.ox.ac.uk.

Communication

Please ensure you regularly check your university email address, as this is the primary form of communication used to send students important information.

Staff have pigeonholes in the corridor by the administration offices on the ground floor of the building. Staff can also be contacted via Microsoft Teams if they are available. Email addresses, telephone numbers and room numbers are provided for key staff in Appendix 5 at the back of this handbook. Contact details for other members of the Department may be found on the Department website.
Disability Contact

The Department has three Disability Contacts.

The lead contact is the Head of Administration and Finance, Louisa Bailey (room 20.10, ext. 72007, louisa.bailey@earth.ox.ac.uk).

For specific building related matters, please contact the Building Manager, Ashleigh Hewson (room 10.32, ext. 72054, Ashleigh.Hewson@earth.ox.ac.uk).

For specific academic related matters, please contact the Academic Administrator, Emma Brown (room 10.33, ext. 72043, Emma.Brown@earth.ox.ac.uk).

Feedback and Consultation

Feedback from students

Each term feedback questionnaires are carried out online. You can help us improve the course by commenting (anonymously) on those aspects of the teaching you found particularly helpful or areas in which you see scope for change. These comments and questionnaires are read by teaching staff and discussed by the Joint Consultative Committee (Undergraduate) [JCC(U)] and the Teaching Committee. Students are encouraged to pass comments and suggestions for improvements to the JCC(U) at any time.

The Department also conducts regular student surveys on general and pastoral issues.

The feedback questionnaires are very important and we strongly encourage you to complete them when requested. They are your opportunity to have your say about the modules on your course. Lecturers value hearing your views. The feedback results will also be included in various internal and external reports and reviews, and are used to assess the Department and University.

Feedback to students

Feedback is provided in many different ways, including written comments on work, reports on tutorials, verbal discussion during tutorials or classes, as well as qualitative (i.e. A, B, C) or quantitative marks. Feedback is designed to guide students to achieve the levels of understanding described in the exam descriptors and learn how to pursue independent learning, even when explicit numerical values are not assigned to verbal or written answers. Students are provided a wide range of both formal and informal feedback in tutorials and in discussions with instructors in classes, practicals, and on field courses.

In first and second years, students take “collections” at the start of Hilary Term. These are papers sat under conditions similar to those of formal examinations. They are designed to provide feedback to students about exam performance and advice on how to prepare for the formal examinations in Trinity Term.

Work completed for practicals or fieldwork exercises may be assigned a mark. In some cases, these marks do not aggregate to your degree result, but you should treat them as important indicators of the quality of your work. In addition, tutorial work will also commonly be assessed and your college will take a keen interest in the standards you achieve. Again, these marks do not contribute to your degree classification, but they do provide valuable feedback to you on your understanding of the material of the course.

Geolsoc (OUGS)

The University Geological Society organises lectures, field excursions and social events throughout the year. Through attending these activities you will not only get to know your fellow students much better, but will also benefit academically. It currently costs £30 for life membership.
**Green Impact**

Green Impact is a national programme designed to support environmentally and socially sustainable practice in organisations. In 2019 the Department formed a new team to be the Department’s ambassadors for Green Impact and they are working with everyone in the Department to reduce waste and our carbon footprint. Our Department currently holds a Gold award for the building and the laboratories. This was achieved by commitment from all members of the Department in various ways, for example, our efforts towards reducing waste, recycling, and other initiatives for saving energy and reducing our carbon footprints. If you would like further information regarding the Green Impact scheme then contact the Building Technician.

**Libraries**

Students can use at least three libraries to access Earth Sciences resources: the Departmental Library and the Radcliffe Science Library (RSL), as well as their own College Library. Books can be borrowed from the Departmental and College Libraries; the Radcliffe Science Library is mainly for reference but some undergraduate text books can be borrowed. The Departmental Library takes a good range of journals and more extensive collections are available via the RSL and electronically.

The Departmental Library, as well as housing books and journals, contains maps, memoirs of geological surveys from around the world, and a large collection of reprints that are available for borrowing. Computer terminals give access to SOLO and electronic resources. (See Appendix 6 for more information).

**Lockers**

Lockers are available for undergraduate students in the atrium area. Padlocks are available at Reception for a £5 deposit or you can provide your own padlock. Items left in a locker are stored at your own risk.

Please use a locker, rather than leaving possessions in the atrium, as the atrium is the first impression visitors have of the Department. The Building Manager’s team will do regular sweeps of the atrium area and remove any items left there.

**Outdoor Clothing and Field Equipment**

Throughout your course, your fieldwork will take you to a variety of terrain and weather conditions; it is therefore essential that you have suitable outdoor clothing for all eventualities. Relatively inexpensive good quality clothing can be purchased from specialist outdoor equipment retailers who can also provide useful advice e.g. Cotswold Outdoors, Blacks/Millets, Ellis Brigham, GO Outdoors or an independent shop, ideally visiting in person to check fit. Decathlon and Sports Direct are both good options for getting outdoor gear and base layers, and other reasonably priced brands include Berghaus, Craghoppers, Peter Storm, Gelert and Regatta. It may also be worth looking on eBay, Vinted and Facebook Marketplace for affordable secondhand gear – it is best to get things that are almost new.

NB The only specialist outdoor equipment retailer in Oxford is GO Outdoors (on the outskirts), although there is a Cotswolds in Bicester, 10 miles away. There is a Decathlon on the outskirts of Oxford.

As first years proceed into the field early in Michaelmas Term, students should ensure that they have the following on arrival or soon after:

- Waterproof jacket and trousers.
- Suitable clothing using layering principles (video here) - it is important to be able to add or take away suitable layers as climatic conditions change. Cotton clothing or denim jeans are not suitable for fieldwork.
- Stout waterproof walking boots with good ankle support, and appropriate socks. Walking boots should be comfortable to wear with one pair of thin cotton socks and one pair of walking socks. You should also buy walking socks (often places will throw these in for free if buying boots). **IMPORTANT: MAKE SURE YOU BREAK IN YOUR BOOTS BEFORE WEARING THEM FOR LONG DAYS**
IN THE FIELD. Trainers are not suitable for fieldwork. If you arrive on a field course without the appropriate footwear then course leaders may not allow you out into the field.

- Field bag or small rucksack (up to 35l), suitable for keeping items dry and spacious enough to carry spare clothing, notebooks, water and packed lunch. Also a waterproof liner or large plastic bag.
- Warm hat, scarf and gloves.
- Sun screen, sun hat and sunglasses.
- Water bottle or pouch.
- Small personal first aid kit.

If you are not sure what to buy, you can discuss this with your tutor on arrival in Oxford, or you may also wish to seek advice from other Earth Sciences students at your college who are already on course.

The Department are aware that the kit required for these field courses can be expensive, and for some students this could cause difficulties. Therefore, thanks to generous donations, there is now a fund available for students in need to apply for assistance with purchasing the necessary field kit. There is a maximum of £200 per application. You can apply to this fund no more than twice during the duration of the four year course. There is a set amount in this fund so once fully allocated, applications to this fund will be closed. To obtain an application form please email:

elisabeth.crabbe@earth.ox.ac.uk

The following items will be provided by the department and issued to you on arrival:

- Hard hat
- Safety goggles
- Fluorescent safety vest
- Folding 2m rule
- Compass clinometer
- Geolens
- Field notebook
- Mapping pen

Personal Details

On registration you will be required to complete your personal details, but you can update these via students self service at any point during the academic year. Guidance can be found here:

https://www.ox.ac.uk/students/selfservice/

In 2023-24 the way in which the University records and uses student gender data is being enhanced. On (re)registration, students will be asked to confirm their ‘legal sex’ and title, and invited to provide the gender they identify with, and personal pronouns. Students can update this information at any time, via Student Self Service. When providing legal sex (in line with legal documents such as birth certificate, Gender Recognition Certificate, or passport), students will be able to choose ‘Other’ in addition to the existing options of ‘Male’ or ‘Female’, if their legal document recognises a sex other than male or female.

Printing

As piloted in 2022-3, the Department will no longer provide printed handouts to undergraduates as standard, based on student feedback that most do not require or use them and to aid in the Department and University’s sustainability goals. All teaching rooms have multiple electric sockets to enable you to use an electronic device instead.

If you do need lecture handouts to be printed, please complete this online form and provide a reason for requiring printed material:

https://forms.office.com/r/iu5yfZY8ZEc
The Department will provide £60 printing credit per year to print if you do require printed materials, but we would urge you to consider carefully whether this is truly necessary. To give some context, in 2022-3 the Department saved approximately 225,000 sheets of paper by going mostly paperless for lectures. This equates to a saving of just over 1 tonne of CO2 per year, excluding the carbon costs of delivery, printing, ink, and disposal. Paper consumption also has an impact on biodiversity, as well as a carbon saving.

Undergraduate printing is sent to “Uniflow printer on uniflow-server”. The printer in the computing lab is black and white only, and if you print in colour you will need to go to the printer/photocopier behind Reception to pick up the print job.

You can check your printer balance on the PCs in the Computer Lab: once you have logged in, double click on the UniFlow icon on the task bar.

In addition to the optional £60 printing credit, 2nd year students will be allocated £10 credit for printing material for their field mapping exercise in the summer between 2nd and 3rd year. If required, they may also obtain card for printing from reception.

Third year students will also be allocated £10 printing credit to print the physical copy of their mapping project to hand in. They are also allowed to print up to six copies of the map on the A0 printer in the Computer Lab. If any student experiences issues and finds six is not enough, they should flag this with the Department’s IT section (helpdesk@earth.ox.ac.uk) as soon as possible.

**Prizes for Outstanding Academic Work**

In recognition of outstanding academic achievement, prizes are awarded at the end of Trinity Term. Some are financial awards, which may have spending conditions attached, and others may take the form of a membership to a society or journal subscription. Many of these are funded by external sponsors (such as the Keith Cox Prize, International Seismological Society, Palaeontological Association, Mineralogical Society, British Geophysical Association, Met Office Academic Partnership, Schlumberger, Atomic Weapons Establishment, BP, Shell). Sometimes the Department may also have the opportunity to nominate candidates for national awards.

A selection of the type of awards likely to be available can be found below:

- Best performance in 1st year Mathematics & Geophysics
- Best 2nd Year Performance in practical aspects of the course
- Best performance in 2nd year
- Best 3rd or 4th year performance in Palaeontology
- Best 3rd year performance in Mineralogy
- Best 2nd year mapping exercise in Assynt
- Best FHS mapping report
- Best 3rd year performance in geochemistry
- Best 3rd year performance in geophysics
- Best 3rd year extended essay
- Best overall 3rd year performance in FHS
- Best 3rd year Geophysics essay
- Outstanding 4th year project on climate
- Best 4th year performance in Geophysics
- Best 4th year project
- Best overall performance in 4th year FHS
- Outstanding contributions to improving equality, diversity in inclusivity in Earth Sciences
- Recognising extraordinary commitment to public and schools engagement

**Safety**

More information on safety can be found in [Appendix 12](#).
Note that all planned field and laboratory activities should be discussed in detail with the appropriate academic and technical staff in order to define specific safety procedures. This should include proper handling of all equipment, instrumentation and chemicals.

Safety in the Field

Fieldwork as part of the Earth Sciences degree involves an element of risk. Training in identifying these risks and the safety procedures required to minimise them form an integral part of the course. The Department takes the safety aspects of fieldwork very seriously and all students are given training in field safety. This training begins in the first year of study with compulsory pre-course safety briefings for all field courses, and this procedure continues in all subsequent years. A safety course and a first aid course are provided to 2nd year students to prepare them for their summer mapping projects. Any student found breaching the safety guidelines will be removed from a field course. In addition, complete risk assessments must be carried out for all projects prior to the commencement of any fieldwork. The department encourages students to feel comfortable and empowered to raise safety concerns when on field courses. This can include where there is imminent danger to an individual or at other times during and after field classes. Concerns should be raised with the field class leader(s) in the first instance.

If students have any health issues that may affect their participation in a field course, they will be asked to provide a letter from their GP confirming that they are fit to participate in the various aspects of the course (a list of specific points for your GP to respond to will be provided). It is the responsibility of the student to ensure that the field course leader and academic administration staff are aware of their health issues. The student should ensure they discuss with them how their health issues might affect participation in the field course and any special requirements that need to be addressed, in good time before the field course.

Safety in the Department

The Deputy Departmental Safety Officer (Buildings/Facilities/Services) is Mr Ashleigh Hewson, Tel: 72054; e-mail: Ashleigh.hewson@earth.ox.ac.uk), who should be alerted or consulted on all general safety issues in the department.

Safety in the Laboratories

The Departmental Safety Officer (Laboratories) is Jerry Tian.

Principal laboratory safety issues arise for undergraduates in the fourth year of study. Laboratory Managers with responsibility for safety within specific laboratories are listed in the Statement of Safety. All students will receive rigorous safety instructions before they are allowed to carry out laboratory work in connection with their 4th year projects. It is the student’s responsibility to obtain explicit approval before entering any laboratories or beginning any new activities.

Student Representation

Departmental Level - Joint Consultative Committee (Undergraduate) (JCC(U))

Concern about any aspects of the course can be discussed by the Joint Consultative Committee (Undergraduate) of the Earth Sciences Faculty (JCC(U)). This committee consists of two student representatives from each year, the Undergraduate Course Advisor and administrative staff. It meets once a term. Students are encouraged to contact a student representative before the meeting if they have issues they would like to be discussed. The issues raised by the students are also brought to the Earth Sciences Faculty and its Teaching Committee for further discussion. A student representative is invited to attend the Faculty meeting each term.

Volunteers from the 1st year students are requested at the induction meeting and informally. Please contact Emma Brown if you want to become involved.

Divisional Level

JCC(U) representatives may also be invited to attend regular meetings along with others from departments in the Division of Mathematical, Physical and Life Sciences (MPLS). Student members are expected to represent the interests and concerns of students on all undergraduate courses at Divisional level, including
joint courses, and will be expected to liaise with appropriate representatives on their departmental Joint Consultative Committee as necessary.

### University level

Student representatives sitting on the Divisional Board are selected through a process organised by the Oxford University Student Union (OUSU). Details can be found on the OUSU website (https://www.oxfordsu.org/) along with information about student representation at the University level.

### Student Support and Guidance

Student health and welfare are primarily college responsibilities: tutors and other confidential advisers make up a sympathetic and effective network of support for students. However, you should always feel free to approach any member of staff in the Department that you feel comfortable talking to with any issues or concerns you may have, especially if any incidents occur in the Department.

### Mental Health

Members of Faculty and other Departmental staff care about your wellbeing as well as your academic progress, and are here to help you. If you are struggling in any way, please do not feel you must suffer in silence. However shocking you think the issue may be, or at the other end of the spectrum however frivolous you think it may be, we have probably come across it before or even gone through something similar ourselves. We will take you seriously and do whatever we can to help. If we cannot speak with you there and then, we will make an appointment. If we cannot answer your questions, we will find out. If you do not feel comfortable approaching an office, please email one of us. Please do also look out for each other - in Earth Sciences we are a close community, and none more so than when we are in the field, so do please keep an eye on your fellow students and offer your support and/or help if you think that it is needed.

The Department also has trained Mental Health First Aiders amongst its staff. You can find details in Appendix 9.

The University has welfare and counselling services available to help students, and the Student Union has officers working actively to promote student health and welfare. The Proctors’ and Assessor’s Memorandum, which is available from colleges, provides general information on welfare, finance, health and recreation, as well as on student conduct and on the running of University examinations.

The University also has a number of self-help resources online here:

https://www.ox.ac.uk/students/welfare/counselling/self-help?wssl=1

### Harassment

The Department and the University do not tolerate harassment in any form. The Department has several trained harassment advisers:

- Emma Brown (emma.brown@earth.ox.ac.uk)
- Liz Crabbe (elisabeth.crabbe@earth.ox.ac.uk)
- Darren Hillegonds (darren.hillegonds@earth.ox.ac.uk)
- Helen Johnson, Faculty (helen.johnson@earth.ox.ac.uk)
- Conall Mac Niocaill, Faculty (conall.macniocaill@earth.ox.ac.uk)
- Claire Rylatt (claire.rylatt@earth.ox.ac.uk)
- Emma Smith, HR (emma.smith@earth.ox.ac.uk)

The role of harassment adviser is an informal one and intended to be a first point of approach for members of the University. Any discussions are treated in strictest confidence, and the complainant stays in control of the process throughout. Formal action will only be taken if the complainant wishes to pursue it.

The University’s harassment procedures for students are detailed at:
We also expect members of the community to be responsible bystanders if they witness unacceptable behaviour:

https://edu.admin.ox.ac.uk/bystander

## Study Skills

**Essay Writing, Numerical Skills and scientific programming**

The complex nature of geological information means that essay writing is still a necessary skill for tutorials and examinations. The essay style to be aimed for here should generally be that of a short scientific review article. Non-numerical answers should be provided with a logical structure, introduction, clear headings, labelled figures, and a conclusion. Parts of the course (notably the geophysical options) draw more greatly upon numerical skills. Scientific programming skills are developed throughout the course, initially using Python (1st year) and Matlab (introduced in 2nd year). Other programming tools may be introduced in 3rd and 4th year, depending on choice of options or research project. Essay writing, numerical skills and scientific programming can be improved through a range of tutorial classes which are available.

**Laboratory Work**

Skills in handling geological materials are introduced during scheduled practical classes in the Department, and during tutorial classes. These materials will include sedimentary, igneous and metamorphic rocks, fossils, structures, geological maps, geophysical and geochemical data. The interpretation of geological maps is considered a core skill, which requires three dimensional thinking. It is expected that students will have basic computer and word-processing skills. Practicals will include work in the Computing Laboratory, while preparation for essays and reports is likely to involve extensive use of library facilities and internet searches.

**Fieldwork**

There are up to ninety days of fieldwork, including field training and a four to six week Independent (usually Mapping) Project, in the BA and MESc degrees. Careful observations on outcrops in the field notebook should be accompanied by careful and reasonably accurate field sketches which should follow the OASIS rule (orientation, annotation, sketch what you see, interpretation, scale), together with quantitative measurements such as strike and dip. Careful organisation, neat writing, and scientific drawing skills should be developed. Remember that the independent mapping project comprises a significant percentage of your final Part A mark (see Appendix 1).

*Please note that all field courses are provisional, and may have to be re-arranged, altered or cancelled on occasion.*

**Academic Integrity**

Plagiarism is a breach of academic integrity. It is a principle of intellectual honesty that all members of the academic community should acknowledge their debt to the originators of the ideas, words, and data which form the basis for their own work. Passing off another’s work as your own is not only poor scholarship, but also means that you have failed to complete the learning process. Deliberate plagiarism is unethical and can have serious consequences for your future career; it also undermines the standards of your institution and of the degrees it issues.

For further information see Appendices 1 and 7. This will also be covered in mandatory training sessions with the Departmental Librarian: Credit Where Credit’s Due Credit Where Credit’s Due Credit Where Credit’s Due (1st Yr), Beyond Google... (2nd Yr) and Studying with AI: Academic Integrity (3rd Yr)
Teaching Laboratories

The Mineralogical Laboratory

The Mineralogy Laboratory is the teaching laboratory equipped for mineralogical and petrological study.

One of the principal activities in the laboratory is the study of thin sections of geological materials with the polarising microscope. Each student is encouraged to develop and practise good technique in optical mineralogy and skill in mineral identification.

Students should consult the following video on setting up their microscope:

![Microscope Tutorial Video](https://www.youtube.com/watch?v=Oxford_Earth_Sciences_Microscope_Tutorial)

For any problems with your microscope please contact any of the staff who teach petrology, in the first instance.

The laboratory contains extensive collections of teaching materials, including mineral specimens, hand specimens of rocks, thin sections of rocks and minerals, and crystal models (to illustrate both morphology and internal structure). There is a small reference library of relevant handbooks to aid study and identification. Students are encouraged to use all of the reference materials which are available, but are also asked to take care with delicate samples, and to replace everything after use. Curatorial catalogues have been prepared for collections in both teaching labs.

There are facilities for a whole class to view microscope images via a digital camera attached to a polarising microscope, and thin sections can also be viewed at low magnification (valuable for examining microstructures) on the Petroscope, an adapted microfiche reader fitted with polarisers. There is one in each teaching laboratory.

The Elementary Laboratory

Contains collections of fossils (invertebrate fossils and microfossils) and sedimentary rocks used in practicals and geological maps.

Invertebrate palaeontology

There are separate stacks of drawers of material for practicals in the first year and second year. During the second year, students are especially recommended to examine the taxonomic drawers relating to bivalves, echinoderms, cephalopods, brachiopods, corals, trilobites and graptolites, in conjunction with provided notes. These fossils are used to illustrate the morphology and diversity of each group covered in the lecture course.
The Computing Laboratory

PC workstations are linked to a Windows server.

Every student is given their own account, email facility and personal file space. Printing and scanning facilities are available. Students have access to a standard set of Windows office applications. Other more specialized software is used for teaching, notably mathematical packages (such as Matlab) and software for 3D visualization of geological structures.

Teaching Modes

Students will find that their scheduled teaching time breaks down “approximately” as follows for each year:

1st year: Lectures 55%, Practicals 45%
2nd year: Lectures 55%, Practicals 45%
3rd year: Lectures 60%, Practicals 40%
4th year: Project 50%, Seminars 50%

Students are expected to spend at least 40 hours a week studying, including the scheduled teaching, so a good portion of students’ time should be spent on private study.

Lectures Canvas material, recordings

Lectures are the principal means by which the course content is delivered to students. Lecturers will use lectures to outline the areas of knowledge they wish the student to be familiar with, to emphasise particularly important concepts, and to motivate students in their learning. Attendance at lectures is crucial. Skipping lectures is always a big mistake, even if you copy lecture notes from someone who has attended, as you may misunderstand the notes of someone who has misunderstood the lecture. While many lecturers may use PowerPoint or other electronic media in their lectures, this is not always the most effective way of explaining concepts or delivering information – and you will find that the ways that lecturers run their classes vary significantly from person to person.

Supplementary material and reading lists can be found on Canvas, to provide you with the means to review subjects covered in the lecture and to help you study a subject in further detail. It is good practice to incorporate this material into your lecture notes either by annotation during the lecture or afterwards.

Lectures will usually be recorded and made available on Canvas, but students should not rely on recordings instead of attending lectures in person. This does not present the opportunity to ask questions and interact with your peers, and recordings can go wrong.

We aim to optimize our teaching to students’ needs and to this end students are encouraged to provide feedback on each lecture course. (See example Departmental Questionnaire in Appendices).

Practicals

Practical work supplements and extends the lecture courses. Practical problems allow you to determine whether you really understand the content of the lectures; they also give an opportunity for you to develop key skills (e.g. observational or computational) and familiarize yourself with a range of materials that can only be covered briefly in the time available in lectures. Usually the practical work set should be completed within the hours timetabled for it. However, in some classes you will be expected to complete practical work over a more extended period of time. In some cases, answers to practical exercises may be made available (either at the time, or on Canvas, or in a later class); but in other practicals you are expected to check your progress with the staff who are running the practical.

In most practicals your work will either be assessed or checked for completeness. Records of completion and the practical work itself may be requested by the examiners, who may use it in helping to define borderlines for degree classes.
Students starting the Earth Sciences courses in 2022/23 (and subsequent years) will be assessed on work completed in practical and computing classes, contributing 20% towards their 1st year grade, and 25% towards their 2nd year grade (see Appendix 1 - EXAMINING CONVENTIONS). This replaces end-of-year practical exams sat by previous years of students.

### Independent Reading

Students are expected to supplement all aspects of formal teaching with independent reading in order to obtain a greater understanding of the curriculum as defined in lectures, practicals and field courses. Students can receive guidance from lecturers and tutors, but should also develop an ability to identify relevant subjects, and to navigate effectively through the literature. The librarian and your tutors can provide guidance on how to get started.

There are vast amounts of information available to you via the internet. Although all literature should be approached critically, particular care should be taken with choosing web sources. Lecturers will usually provide suggestions for further reading in their course handouts, and they may also recommend specific web-based resources to support their courses. In many cases, this information will be accessible through Canvas.

### Fieldwork

Field classes are an important aspect of the Earth Sciences, and attendance is considered compulsory, except where mitigating circumstances exist. Students with concerns about their ability to participate in field classes should discuss with their tutor and/or the specific field class leaders, as we seek to be as accommodating as possible. When students are unable to attend the whole, or part, of a field class in-person, alternative, virtual exercises can often be provided instead.

Teaching in the field works along different lines to in the lecture theatre or practical laboratory. One of the principal early skills that we want you to develop is an ability to make and record your own accurate observations of field phenomena, and to be able to draw scientifically rigorous conclusions from these observations. Good notebook technique is essential to this endeavour: notebooks are not used in the same manner as for lecture notes but will instead often contain accurate labelled drawings and measurements together with essential information about place and time. You may also find it useful to use a notebook to hypothesize on relationships between different field data. Field course leaders will expect students to show initiative in making their own observations and drawing their own conclusions.

Fieldwork is carried out in all weathers, from intense sunshine to driving rain. You should be properly equipped in terms of clothing and equipment for any weather conditions (essential items include: stout walking boots, rain gear (jacket and trousers), cold weather and sunny weather headgear - see Outdoor Clothing and Field Equipment above).

Hard hats, reflective jackets and goggles will be issued to you by the Department. You must have a sturdy notebook of at least A5 size, a x10 hand lens, a geological hammer, and a compass clinometer. At induction the following will be available: Compass clinometer; hand lens; hard hat; safety goggles; pick/hammer; high visibility vest; field notebook; folding 2 metre rule; tick twister; water bottle; and a mapping pen. Replacement items can be bought from the Department at cost price. Please contact Claire Rylatt in room 10.33 if you wish to purchase any items.

To follow University regulations all students must complete a University Travel Insurance form for every field course (see Appendices) for the year.

### Assessment of Practical Work and Fieldwork

Practical classes and field work are an essential component of the course in Earth Sciences, and work completed for practical or fieldwork exercises may be assigned a mark. Candidates in Part A may be required to hand in their practical work, field notebooks and any field assignments relating to courses undertaken in their second and third years of study for consultation by the examiners. This provision is in addition to the requirement to hand in work from specific practical classes that contribute to the 1st and 2nd year grades (see Appendix 1 - EXAMINING CONVENTIONS).

Student performance on field courses will be routinely monitored, for example by inspection of field notebooks, and after each field course students will be graded by the field course leader on a four-point scale (absent/unsatisfactory/satisfactory/excellent). Examiners may take into account these records of practical and fieldwork, in particular with regard to the attendance record of the candidates, and to any
marks awarded for assignments, when awarding classes. Material handed in from practical classes will be taken as evidence of attendance.

For candidates whose attendance record is deemed unsatisfactory (for example, candidates who have failed to complete practical and fieldwork classes without good reason), the examiners have the discretion to reduce the final degree class of the candidate. Examiners may also take into account evidence of excellent performance in field or practical work when drawing up class boundaries.

**Tutorials**

Tutorials provide a flexible forum for small-group teaching, normally in combinations of between two and four students. Tutorials are the responsibility of the colleges, and will usually be arranged by your college tutors. Some tutorials in 1st and 2nd year, focusing on core skills or knowledge, are organised collectively by the college tutors and all students are expected to sign-up for, and attend, these tutorials. All of the college tutors in Earth Sciences are also academic staff in the Department. Tutorials will be given principally by academic staff (often, but not always by, a college tutor), but they may also be conducted by research staff or senior graduate students. The normal frequency of tutorials is on average two per week in year one (every 1st year student should expect to receive one tutorial per week in mathematics, and one other tutorial per week covering any aspects of the remainder of the course); and one per week in years two and three. There are no formal tutorials in year four, where instead you will receive close project supervision from one or more project supervisors. Note that tutorial provision is the responsibility of the individual colleges, and so specific provisions should be discussed with college tutors.

The principal purpose of tutorials is to allow exploration of a subject beyond the confines set in lectures or by the examinations, and this can be tailored to the specific interests of the students and the tutor. A tutorial also allows the tutors to monitor closely individual academic progress, and hence provide appropriate advice for further academic development. Work set in tutorials can be in a variety of styles. Common modes are: tutorial essays; hand-specimen interpretation; problem sets; focused map interpretation; and oral presentations (individual or team). Tutors will often be happy to modify the work set to suit a particular tutorial group, especially in the later years of study. While information that is considered an essential part of the curriculum is not provided in tutorials (i.e. there are no essential or required tutorials), tutorials are intended to provide greater understanding of the examined curriculum. All tutors fill out online assessment forms each term that are provided to each student’s college and which are used to follow up, and give feedback on, student progress. If you have any concerns of any sort about tutorials, or if you feel that you need tutorials on particular topics, you should contact your college tutor.

**Computing**

Some courses will make use of the computer teaching laboratory. Generally, many aspects of the course will require manipulation of a numerical dataset and/or interactive comparison of observations with models. As a result you should become confident users of spreadsheet software and other data analysis programmes. Additionally, lecturers may use the laboratory to develop theoretical concepts.

**Seminars**

Departmental seminars are held at noon on Fridays during term. These are research seminars in which leading scientists from a variety of disciplines present and discuss work in their particular fields of interest. This is a good opportunity for you to see how science is really done and **attendance at these seminars is compulsory for 4th year students**. Many 3rd year students will also find these seminars helpful or interesting, and of course all undergraduates are welcome to attend.

4th year options are partly taught as seminars, with students taking turns to research a topic and deliver a presentation on it to the rest of the class.

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**Term Dates**

- **Michaelmas Term 2023**: Sunday 8 October to Saturday 2 December 2023
- **Hilary Term 2024**: Sunday 14 January to Saturday 9 March 2024
- **Trinity Term 2024**: Sunday 21 April to Saturday 15 June 2024
University Museum of Natural History

The Oxford University Museum of Natural History houses the University’s scientific collections of zoological, entomological, palaeontological, mineral and rock specimens, accumulated over the course of the last three centuries. The Museum has a very close historical association with the Department, and still has joint staff appointment and tutorials and practical classes are sometimes held there. We strongly encourage you to visit and make use of the resources there.

Vacations

The Oxford terms are short and much of the reading that is set during lectures and practicals can only be completed during vacations. This is equally true of Christmas, Easter and Summer vacations, although much of the Easter vacation may also be taken up with field courses. Vacations additionally provide an essential opportunity for you to concentrate on completion of map and research project reports.

Virtual Learning Environment

Canvas

Course information, learning support materials provided by lecturers, reading lists, lecture recordings, past exam papers, exam reports, and other useful information (including this handbook) can be found on Canvas, the University's centralised Virtual Learning Environment (https://login.canvas.ox.ac.uk/). It can be reached through any web browser, from anywhere, using the same username and password as for your College email.

Websites

- University website: https://www.ox.ac.uk/students
- Department website: http://www.earth.ox.ac.uk/
- Quality Assurance: https://www.qaa.ac.uk/
- Data Protection Guidelines: https://compliance.admin.ox.ac.uk/data-protection-policy
- Careers: http://www.careers.ox.ac.uk/
- The Language Centre: http://www.lang.ox.ac.uk/ to begin and improve foreign language skills.
- IT Services: http://www.it.ox.ac.uk/ has many useful computing courses.
- Canvas: https://login.canvas.ox.ac.uk/
- Equal Opportunities and Harassment: https://edu.admin.ox.ac.uk/home
<table>
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<th>Service</th>
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</thead>
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<tr>
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<td>Occupational Health</td>
<td><a href="https://occupationalhealth.admin.ox.ac.uk/">https://occupationalhealth.admin.ox.ac.uk/</a></td>
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</tbody>
</table>
FIRST YEAR COURSE

Deadlines

Please note:
1. Some of these dates are based on previous years, and may be subject to change. Every effort will be made to notify students of any changes as soon as possible. In the meantime, PLEASE PUT THESE DATES IN YOUR DIARY NOW. You may not receive further reminders about some items.
2. These deadlines relate to departmental business, and you may have other important dates relating to college business.
3. Examination and some field course dates are in italics, as they will be confirmed nearer the time.
4. Deadlines in bold are included in the examination regulations or conventions and you may be penalised by the examiners if you do not meet them.

<table>
<thead>
<tr>
<th>TERM</th>
<th>WEEK</th>
<th>DAY</th>
<th>TIME</th>
<th>ITEM</th>
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</thead>
<tbody>
<tr>
<td>Michaelmas Term</td>
<td>Week 0</td>
<td>Friday</td>
<td>2.15pm</td>
<td>Welcome and Induction</td>
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<tr>
<td></td>
<td>Week 1</td>
<td></td>
<td></td>
<td>Library, IT, Outreach and Field Induction</td>
</tr>
<tr>
<td></td>
<td>Week 3-4</td>
<td>Fri 27 - Mon 30 October</td>
<td>9.30am departure</td>
<td>Pembrokeshire field course</td>
</tr>
<tr>
<td></td>
<td>Week 7</td>
<td>Friday</td>
<td>2.00pm</td>
<td>Deadline for Crystals &amp; Minerals, Igneous &amp; Metamorphic Petrology and Processes and Geological Maps coursework.</td>
</tr>
<tr>
<td></td>
<td>Week 8</td>
<td>Friday</td>
<td>2.00pm</td>
<td>Deadline for Structural Geology coursework.</td>
</tr>
<tr>
<td>Hilary Term</td>
<td>Week 0</td>
<td>Friday</td>
<td>9.30am</td>
<td>Maths Collections</td>
</tr>
<tr>
<td></td>
<td>Week 0</td>
<td>Saturday</td>
<td>9.30am</td>
<td>Earth Sciences Collections</td>
</tr>
<tr>
<td></td>
<td>Week 4</td>
<td>Friday</td>
<td>2.00pm</td>
<td>Deadline for Introduction to Geological Processes coursework.</td>
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<tr>
<td></td>
<td>Week 7</td>
<td>Friday</td>
<td>2.00pm</td>
<td>Deadline for Invertebrate Palaeobiology coursework.</td>
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<td></td>
<td>TBC</td>
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<td></td>
<td>Weekend field course</td>
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<td>Easter Vacation</td>
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<td>TBC</td>
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<td>Trinity Term</td>
<td>Week 0</td>
<td>Saturday</td>
<td>9.30am</td>
<td>Maths Collections</td>
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<td></td>
<td>Week 1</td>
<td>TBC</td>
<td>TBC</td>
<td>Practical assessment for Statistics/Scientific Computing</td>
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<td></td>
<td>TBC</td>
<td>TBC</td>
<td>TBC</td>
<td>Local field courses</td>
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<tr>
<td></td>
<td>Week 7</td>
<td>Mon - Fri</td>
<td>Times TBC</td>
<td>Prelims examinations</td>
</tr>
</tbody>
</table>

Induction

Undergraduate Induction takes place on the Friday afternoon of 0th week and early Michaelmas Term. The purpose of Induction is to introduce students to departmental life as an undergraduate, and to show them the facilities on offer. Students will receive briefings from the Head of Department and Undergraduate Adviser, and support staff.
**Tutorials**

The normal frequency of tutorials in the first year is on average two per week in year one (every 1st year student should expect to receive one tutorial per week in mathematics, and one other tutorial per week covering any aspects of the remainder of the course).

"Collections"

Informal examinations may be taken in the Department or in your college. Marks from collections are good indicators of the progress you are making with particular strands of the course: colleges may in some circumstances insist that certain marks are achieved in collections.

**Examinations**

Please see Appendix 1: Examining Conventions.
## COURSE STRUCTURE

### 1st year, 2023-24

<table>
<thead>
<tr>
<th>Michaelmas Term</th>
<th>Hilary Term</th>
<th>Trinity Term</th>
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<td><strong>A10106W1</strong></td>
<td><strong>A10106W1</strong></td>
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<td><strong>Planet Earth: Geosphere</strong></td>
<td><strong>Planet Earth: Modern Climate Processes</strong></td>
<td><strong>Planet Earth: Habitable Planet</strong></td>
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<td>24 hours</td>
<td>4+20 hours</td>
<td>6 hours</td>
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<tr>
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<td>Johnson (12 + 2P), Stevens (5), Porcelli (3)</td>
<td>Smith</td>
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<td>Koelemeijer (4L)</td>
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<td><strong>A10107W1/A10108W1</strong></td>
<td><strong>A10107W1/A10108W1</strong></td>
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<td>An Introduction to Geological Processes</td>
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<tr>
<td>Igneous/Metamorphic</td>
<td>12L + 8P</td>
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<td>16L + 16P</td>
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<td>Structural Geology Maps</td>
<td>Invertebrate Palaeobiology</td>
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<td>8L + 8P</td>
<td>8L + 12P</td>
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<tr>
<td>Physics (mechanics)</td>
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<td>Mather 15H</td>
<td>Cartwright</td>
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<td>Hawthorne 12H</td>
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<td><strong>Maths: Calculus/</strong></td>
<td><strong>Chemistry, Physics &amp; Biology:</strong></td>
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<td>intro scientific computing</td>
<td>Chemistry (aqueous chemistry)</td>
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<tr>
<td>16L, 6T</td>
<td>Physics (thermodynamics)</td>
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<td>Cosmidis 15H</td>
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<td>Marquardt 12H</td>
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<td><strong>Maths/computing revision</strong></td>
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<td>scientific computing</td>
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<tr>
<td>16L, 6T</td>
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Fieldtrips:
- Pembroke
- Arran
- Local fieldtrips

L=Lecture
P=Practical
T=Tutorial
Course Synopses and Reading Lists

Books used in each lecture course may be ranked as: Essential (***); Useful (**); Supplementary (*). Numbers in bold type indicate the shelf-mark of each book. There should be a reference copy of each title in the “Confined Cupboard”. Loan copies will also usually be available and will have the same shelf location. (Check the online catalogue – OLIS - for copies in other libraries). It is easy to recall books that are out on loan by emailing the librarian.

*Further reading (e.g. research papers) will be provided in lectures.*

Details of all courses, including reading lists and lecturers, may be subject to change by individual instructors.

**The First Year Course**

Earth Sciences students come to Oxford with a range of A-level subject combinations. The first year course is therefore designed to bring all incoming students up to the same level of knowledge in the fundamentals of geology, as well as in the underpinning disciplines of maths, physics, chemistry, and biology, as applied to Earth Science.

**Planet Earth: Geosphere I and II**

Prof D Porcelli, Prof P Koelemeijer, Prof R Palin

A review of key topics in Earth Sciences, including the principal chemical, physical and biological processes operating on the planet today and through Earth history.

**Topics:**

- Nucleosynthesis
- Solar system formation
- Moon formation
- Terrestrial planets, meteorites
- Giant planets, comets, asteroids
- Planetary Differentiation
- Bulk Composition of the Earth
- Global calculations: Mass balances, fluxes
- Mixing calculations
- Geological Timescale
- Precambrian
- Early Palaeozoic
- Late Palaeozoic
- Mesozoic
- Paleogene
- Introduction to Seismology
- Elastic properties, wave properties, wave refraction
- Travel-time curves, Earth structure
- Gravity Anomalies
- Post Glacial Recovery
- Isostasy and Geoid
- Continental Drift
- Seafloor spreading and plate tectonics
- Consequences of plate tectonics
- Heat Flow and age of Earth
- Thermal and mechanical structure of plates
- Flow of rocks
- Melting of the Mantle
- Movement, storage and eruption of magma
- Global energy balance

**Reading:**


Online Reading List:
EARTH_MEarthSci_1st year_MT_Planet Earth: Geosphere
http://readinglists.bodleian.ox.ac.uk/lists/91FE6C07-17F6-BA6D-00DE-9933DE142902

EARTH_MEarthSci_1st year_HT_Planet Earth: Geosphere II + Modern Climate Processes
http://readinglists.bodleian.ox.ac.uk/lists/A9E9FBA9-9C51-63C3-30FF-D43DD27C4EFC

## Planet Earth: Modern Climate Processes

Prof H Johnson, Prof L Stevens, Prof D Porcelli

**Modern Climate Processes: Physics of the Atmosphere and Ocean**

Prof H Johnson

This set of 12 lectures/practicals will introduce the physics that govern the circulation of the atmosphere and ocean, and hence the Earth’s climate.

**Lecture Topics:**
- Global surface energy balance
- Forces on a rotating planet
- Basic dynamics of the atmosphere and ocean
- Atmospheric general circulation
- UK weather
- Ocean circulation - forcing and large scale features
- Ekman currents in the ocean
- Wind-driven ocean gyres
- Atlantic meridional overturning circulation
- El Nino Southern Oscillation (ENSO)
- Tides

**Modern Climate Processes: Physics of the Cryosphere and Sea Level**

Prof L Stevens

This set of five lectures will introduce the physics that govern the volume and flow of perennial ice on Earth, and, relatedly, the level of the ocean surface relative to the land surface.

**Lecture Topics:**
- Components of the cryosphere
- Physics governing ice deformation and basal sliding
- Marine ice sheets: dynamics and potential instabilities
- UK glacial deposits and past ice sheets
- The science of sea level

**Prof D Porcelli, Hilary Term topics**

Hydrology and Chemical Transport will cover groundwater systems and aquifers; groundwater flow; adsorption and colloids; chemical transport in groundwater, rivers, and estuaries; hydrothermal vents.

## Planet Earth: Habitable Planet

Prof P Smith

**Lecture Topics**
- Building a habitable planet: origins
- Origin of life: biological constraints
- Geological evidence for the earliest life
- Towards complexity: photosynthesis and the emergence of eukaryotes
• Ediacaran enigmas and the Cambrian Explosion
• The conquest of land

Exam descriptor
Multi-part questions, that may require a mixture of short answers (definitions, explanations, diagrams) and longer (short essay) answers.

Reading:
Armstrong, H.A. & Brasier, M.D. Microfossils 2005

Further suggestions for reading, and links to other relevant resources will be available in the Online Reading list for this course.

Online Reading Lists:
EARTH_MEarthSci_1st year_Planet Earth_MT
http://readinglists.bodleian.ox.ac.uk/lists/9E15EAAE-916C-1BF6-3725-6D582F6E8EAC

EARTH_MEarthSci_1st year_Planet Earth_HT
http://readinglists.bodleian.ox.ac.uk/lists/3F0CB3D8-C281-F636-CC1C-FADD846FC1CF

EARTH_MEarthSci_1st year_TT_Planet Earth: Habitable Planet
http://readinglists.bodleian.ox.ac.uk/lists/B9A5D4B2-80ED-1617-43BA-40152DC29DA7

EARTH_MEarthSci_1st year_StandardTutorial_PlateTectonics
http://readinglists.bodleian.ox.ac.uk/lists/AE7E864A-4230-34C6-BCAA-B0A19DC0EA95

Fundamentals of Geology I

Crystals & Minerals, Igneous/Metamorphic petrology & processes (Michaelmas Term)
Dr C Nichols & Dr J Bryson

This part of the course consists of a survey of the important mineral groups and their natural occurrences. It begins with an overview of bonding forces in crystals, the packing of individual atoms and molecules within mineral structures, their interaction with light and fundamentals of petrographic microscopy, and the thermodynamic controls on mineral composition and structure. The rest of the course focuses on the systematics of the major mineral groups, incorporating their chemical composition, their crystallographic structures, and where they occur on Earth. Particular emphasis is placed on putting minerals into a geological context; why certain mineral associations occur where they do, both laterally on the surface of the Earth, and vertically down into the crust and the interior of the Earth. Lectures are complemented by practicals where students learn the physical and optical (using petrological microscopes) properties of the common rock-forming minerals, and how to identify them, both in hand specimen and thin-section.

Topics:
• Crystallography and material properties
• Symmetry and miller Indices
• Introduction to optics
• Introduction to silicates
• Orthosilicates, garnets, Al2SiO5
• Inosilicates
• Tectosilicates
• Carbonates
• Binary Phase Diagrams
• Igneous Rock Classification
• Magmatic Differentiation
• Introduction to Metamorphic Petrology
• Introduction to Microscopes

Reading:
Undergraduate Handbook 2023-24 v1.8


Online Reading List:
EARTH_MEarthSci_1st Year_Fundamentals of Geology I: Crystals And Minerals, Igneous/Metamorphic Petrology & Processes
http://readinglists.bodleian.ox.ac.uk/lists/29C1588A-7704-8B25-DE22-F95DB80571D0

An Introduction to Geological Processes (Hilary Term)
Prof B Hilton

This part of the course provides an introduction to the broad range of processes that operate at Earth’s surface and the sediments that result. Through lectures and practicals the course will provide training in how sediments are classified and described; how features of sedimentary rocks can be used to determine the environment of deposition; and an introduction to how sedimentary rocks and sequences can be used to unravel Earth history through time. The course will also highlight how the principles being described have broader relevance to a range of Earth science issues.

Topics:
- Weathering and erosion
- Sediment composition, textures and classification
- Sedimentary structures
- From sediment to rock
- Lakes and Deserts
- Rivers
- Deltas and Barrier Islands
- Marine environments
- Turbidity flows
- Ocean chemistry (nutrients, CCD, gases, salt)
- Pelagic sediments
- Shallow water carbonates
- Evidence for climate change from the geological record
- Graphic logging

Reading:
Nichols, G. (2009), Sedimentology and Stratigraphy, Wiley-Blackwell, 2nd edition 4A.103A

Online Reading List:
EARTH_MEarthSci_1st year_Fundamentals of Geology I: An Introduction to Geological Processes
http://readinglists.bodleian.ox.ac.uk/lists/26A914D5-91DE-722A-902E-AE8E42D47556

Invertebrate Palaeobiology (Hilary Term)
Dr R Anderson
8 Lectures, 6 x 2hr Practicals

This component focuses on major aspects of the fossil record and its interpretation and use by geologists.

Course themes:
- Types of fossils
- Fossilisation processes
- The origins of animal diversity
- Ecology of fossil organisms
- Geological time and biostratigraphy
- Evolution
- Macroevolution
- Extinction
- Major invertebrate fossils, identification and ecology
Reading:

Online Reading List:
EARTH_MEarthSci_1st year_Fundamentals of Geology I: Invertebrate Palaeobiology
http://readinglists.bodleian.ox.ac.uk/lists/0BC482E2-906C-BE92-37CE-9ACFDE9B2319

Fundamentals of Geology II
Structural Geology & Maps (Michaelmas Term, Hilary Term)
Prof J Cartwright & Prof C Nichols

This is a general introduction to the skills of interpreting geological maps and of visualising geological structures in three dimensions. We will begin by learning, mainly through artificial, simplified maps, how the three-dimensional shapes of rock bodies are represented on geological maps. We also learn how to deduce a sequence of geological events, and how to construct vertical cross-sections through the geological structures. Later in the course we will then apply these skills on published geological maps. The Hilary Term sessions are also used to give feedback on the Collection exercise.

There are extensive online resources on Canvas.

Reading:
These are older books, but the subject doesn't change, and you should find these in libraries. Butler and Bell is strongly recommended, as it covers some of the specific maps and techniques used in the course.


Online Reading List:
EARTH_MEarthSci_1st year_Fundamentals of Geology II: Structural Geology & Maps
http://readinglists.bodleian.ox.ac.uk/lists/7B21A0C7-CA13-63EC-7172-443E550388B6

Topics:
- Introduction to Maps
- Planar dipping strata
- Folded rocks
- Unconformities
- Faulted rocks
- Igneous rocks on geological maps
- The interpretation of published geological maps

Fundamentals of Geology Field Courses
These will take place in Trinity Term. Please see under Field Courses for details.

Chemistry, Physics & Biology
Prof T Mather, Dr J Hawthorne, Prof J Cosmidis, Prof H Marquardt & Prof H Bouman

Key basic science skills as applied to Earth Science problems.

Chemistry
Prof T Mather
General themes and outcomes
The aim is to get the whole class to a similar level of knowledge, slightly above advanced school chemistry, regarding the properties and interactions of the elements. This knowledge underpins future parts of the Earth Sciences course.

Lecture-by-lecture outline (with total number of lectures/practicals)
Each 1-hour lecture is accompanied by a 2-hour problems class. The idea is to cement concepts introduced or revised in the lecture and to allow those students who did not take advanced chemistry at school extra time to ask questions and practice the concepts. The topics covered in each of the 5 blocks of 3 hours are:

1. An introduction to atomic theory (includes atomic structure, molar calculations and problems for classical mechanics when applied to the atomic scale)
2. The behaviour of electrons (includes the quantisation of energy, the wave character of electrons, an introduction to wavefunctions and solving the Schrödinger equation and atomic orbitals)
3. Relating electron configurations to atomic properties and bonding (includes the Aufbau principle, electron configurations of the elements, effective nuclear charge, periodicity and the periodic table, ionic bonding, covalent bonding and the valence shell electron pair repulsion - VSEPR model for predicting molecular shape)
4. Further consideration of molecular bonding and structure (includes valence bond theory, molecular orbital theory and crystal field theory)
5. Examples of application atomic properties to geosciences problems (includes Goldschmidt’s classifications and ionic properties and melt-mineral partitioning behaviour)

Practicals and techniques learned/used
Specific skills acquired/revised will include:
- Interpreting atomic and mass numbers
- Molar calculations
- Wavelength, energy, frequency calculations
- Predict the shape of simple molecules using VSEPR
- Explain the bonding in simple molecules using valence bond and molecular orbital theories
- Make predictions about trace element melt-mineral partitioning behaviour from ionic properties

Exam descriptor
Multi-part questions with some calculation, some conceptual and some descriptive parts.

Reading:
Atkins, P., de Paula, J. (2013) Elements of physical chemistry (6th ed.) - 21A.79A

N.B. There is a copy of each of these books in the Confined Cupboard and also at least one loan copy is available.

Online Reading List:
EARTH_MEarthSci_1st year_Physics, Chemistry, Biology (PCB)
http://readinglists.bodleian.ox.ac.uk/lists/4F2966DF-F628-0B25-8DBE-7701493419C2

Aqueous Chemistry
Prof. Julie Cosmidis

General themes and outcomes
The goal of this course is to become familiar with general principles of the chemistry of aqueous solutions and their applications to the study of natural waters.

Lecture-by-lecture outline
1. Basic principles
2. Equilibrium thermodynamics / Practical 1
3. Acids and bases, alkalinity
4. The carbonate system / Practical 2
5. Dissolution-Precipitation
6. Complexation / Practical 3 (Stability diagrams)
7. Redox reactions / Practical 4 (Eh-pH diagrams)
Exam descriptor:
Problems including calculations and short-answer questions on concepts.

Reading:
Geochemistry by William M. White (2013, 1st ed.), Chapters 1, 2, 3, 6

Physics

General themes and outcomes
The aim of this course is to familiarise you with a variety of topics in classical mechanics, from the motion of rigid objects to fluid dynamics. The course is designed to get the whole year group to the same level of understanding despite previous levels of physics teaching, and then to build on this knowledge and apply physical principles to problems in Earth Sciences. This knowledge is essential for future courses throughout your degree.

Lecture-by-lecture outline
This course consists of 11 lectures. Each lecture occupies an hour-long slot and is composed of the lecture (~45 mins) itself and ideal solutions to the accompanying problems (~15 mins). The topics covered are:
1. Newton's laws and vectors
2. 2-D and simple harmonic motion
3. Energy, work, power
4. Circular motion
5. Gravitation
6. Problems of estimation
7. Distributed stress and strain
8. Simple fluid mechanics problems
9. Scaling and fluid behaviour
10. Diffusion and heat flow
11. Requirements for convection

Reading:
Classical Mechanics, Michael Cohen. This is a free electronic textbook, available as a PDF at:
https://live-sas-physics.pantheon.sas.upenn.edu/sites/default/files/Classical_Mechanics_a_Critical_Introduction_0_0.pdf
You may also be able to obtain it as an iBook. We shall not cover all the material in this book, primarily being interested in those aspects of mechanics that apply to geophysics.

Peter Molnar (2015) A very short introduction to plate tectonics Oxford University Press. 4E.1

Online Reading List:
EARTH_MEarthSci_1st year_Physics, Chemistry, Biology (PCB)
http://readinglists.bodleian.ox.ac.uk/lists/4F2966DF-F628-0B25-8DBE-7701493419C2

Biology
Prof H Bouman

General themes and outcomes
The aim of the course is to acquaint the class with the fundamentals of cell biology, from the elemental composition of life to the expression of genes. The course is designed for students with a limited knowledge of cellular and molecular biology. The lecture material will provide an overview of the structural components of life and how they function which will serve as a useful background for future courses covering the climate system and biogeochemical cycles.
Lecture-by-lecture outline
This course consists of 12 lectures. The topics covered in each lecture are:

1. Introduction to Cell Biology
2. Chemical composition of cells
4. Energy and Metabolism
5. Photosynthesis
6. Respiration
7. DNA Structure
8. Central Dogma
9. Transcription
10. Translation
11. Gene Regulation
12. Summary

Reading:

Online Reading List:
EARTH_MEarthSci_1st year_Physics, Chemistry, Biology (PCB)
http://readinglists.bodleian.ox.ac.uk/lists/4F2966DF-F628-0B25-8DBE-7701493419C2

Mathematics
Prof P Koelemeijer, Prof L Stevens & Dr A Walker

Lecture-by-Lecture Outline

Michaelmas Term
16 Hours of Lectures, 8 Tutorials
L1-2: Ordinary differentiation.
L3-5: Partial differentiation.
L6-7: Integration and its applications.
L8: Power series (Taylor, Maclaurin, exp, sin, cos), Binomial Theorem and limits.
L9-12: Ordinary differential equations and complex numbers.
L13: Introduction to scientific computing (2 hrs).
L14: Fundamentals of procedural programming (2 hrs).

Hilary Term
16 Hours of Lectures, 8 Tutorials
Lecture sessions are two hours in length and designed to provide hands-on experience with Python.
L1: Scientific programming and data analysis (2 hrs).
L2: Scientific programming and statistics (2 hrs).
L3: Probability, distributions, and random variables (2hrs).
L4: Moving from probability to statistics, distribution functions, and statistical errors (2hrs).
L5: Common statistical tests, data uncertainty, and hypothesis testing (2hrs).
L6: Chi-square test and analysis of variance among and within groups (ANOVA) (2hrs).
L7: Bivariate data, linear regression analysis, and identifying outliers (2hrs).
L8: Multivariate data, principal component analysis, and covariance (2hrs).

Trinity Term
4 revision lectures

General themes and outcomes
Earth Sciences students come to Oxford with a range of A-level subject combinations. The first-year maths course is therefore designed to bring all incoming students up to the same level of knowledge in the fundamentals of calculus, differential equations, probability, statistics, and scientific computing as applied to Earth Science.

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Practicals and techniques learned/used

- Formulating and solving problems mathematically
- Formulating a mathematical problem in a manner that can be solved numerically on a computer
- Basic computer science, programming, and data-visualization skills
- Using probability and statistics to interrogate Earth Science data

There will be a collection at the start of Hilary Term covering material from Michaelmas Term.

Reading:
Davis, J. C. Statistics and Data Analysis in Geology (2002). 9C.13

Online Reading Lists:
EARTH_MEarthSci_1st year_Maths_HT_Statistics/Scientific Computing
http://readinglists.bodleian.ox.ac.uk/lists/AE2DF13A-3D9B-9A59-3CC7-5DB90157D3D8

The normal frequency of maths tutorials in the 1st year is on average one per week.

FIELD COURSES

- Health Issues

If students have any health issues that may affect their participation in a field course, they will be asked to provide a letter from their GP confirming that they are fit to participate in the various aspects of the course (a list of specific points for your GP to respond to will be provided). It is the responsibility of the student to ensure that the field course leader and academic administration staff are aware of their health issues. The student should ensure they discuss with them how their health issues might affect participation in the field course and any special requirements that need to be addressed, in good time before the field course.

- Alternative Travel Arrangements

We encourage students to travel with the main group as much as is practicable.

Students who do not intend to travel as part of the main group for field courses must inform the Academic Office as soon as possible. Students must make their own arrangements to and from an agreed location (such as the airport or accommodation) and they must work around the timings of the group. For example, if the course includes a flight the student must arrive at the airport before or at the same time as the group so as to not cause a delay, and on the return they must depart at the same time or later than the group. For courses without flights, alternative travel arrangements would be at the student’s own expense as the Department would still incur the cost of the coach.
**Pembrokeshire**

This four-day field course takes place over a long weekend during the first term, so as to introduce students as soon as possible to the techniques of studying geological features in the field. From the relationships between rocks one can deduce the sequence of events (sedimentation, igneous intrusion, folding and faulting) and so determine the geological history of the area.

The first day is spent at Marloes Bay, and the second around St David’s, and the third at West Angle Bay and Tenby. Students learn a range of skills:

- Identifying different types of rock in the field, and deducing what environment they formed in.
- Examining their textural features and structures, and distinguishing those that form at the time of deposition from those that form later.
- Using the geological compass-clinometer to measure the orientation of rock strata and other features.
- Assembling all this information on rock type, environment, structure and sequence of events, to determine the evolution through geological time of this part of the Earth’s crust.

In the evenings, the day’s observations are discussed and brought into the wider context of the geological evolution of Wales.

**Online Reading List:**
EARTH_MEarthSci_1st year_Field Trip: Pembroke
[http://readinglists.bodleian.ox.ac.uk/lists/9402DAB5-1A45-5F80-B9FF-D8173B1B752C](http://readinglists.bodleian.ox.ac.uk/lists/9402DAB5-1A45-5F80-B9FF-D8173B1B752C)

**Arran**

The island of Arran, in the Firth of Clyde, is a fascinating outdoor laboratory of geology. Its rock record and landforms reveal most of the geological history of northern Britain from the Late Precambrian to the present day. It is famous for the astonishing variety of its igneous rocks in lavas, dykes, sills and plutons. It lies astride the geological boundary between Scotland’s Midland Valley and the metamorphic rocks of the Caledonian mountain belt in the Scottish Highlands.

Here, students learn the fundamental skills of field geology: observing rocks at all scales, recording and measuring field data, and the techniques of geological mapping. Mapping is one of an Earth scientist’s most fundamental skills. It comprises the ability to record and interpret the three-dimensional patterns and relationships of rock bodies, and to work out the sequence of events that formed them. As part of the training, students learn:

- to record information in a field notebook: descriptive notes and measurements of thickness, distance, orientation;
- to make detailed and clearly labelled sketches of features seen in outcrop, with interpretation;
- to log sedimentary successions in continuous outcrop and interpret environments of deposition; and,
- to record outcropping rock types, measurements and other data on field slips - copies of topographic base maps taken into the field.

On return from the field, students learn to compile the final version of a geological map from their field slips and recorded data, adding further interpretation in the form of cross sections and an account of the geological history.

**Suggested Reading:**

**Online Reading List:**
EARTH_MEarthSci_1st year_Field Trip: Arran
[http://readinglists.bodleian.ox.ac.uk/lists/4FEA091E-EB93-9940-248B-6DF43DA05E58](http://readinglists.bodleian.ox.ac.uk/lists/4FEA091E-EB93-9940-248B-6DF43DA05E58)
Local Geology - Prof S Robinson; Prof B Hilton, Prof J Blundy (and others!)

These sessions in Trinity Term examine geology accessible within a short coach journey from Oxford, illustrating topics that are covered in the Fundamentals of Geology courses, and allowing students to practice fundamental field mapping and observational skills introduced in previous field excursions. Dates and final destinations will be confirmed during the year and are dependent on access and tides.

Excursion 1 (whole day): This field excursion examines the igneous, sedimentary and metamorphic rocks of the Malvern Hills and considers the relationships between landscapes and geological structures.

Excursion 2 (whole day): Examination and interpretation of the sediments across the Triassic-Jurassic boundary at Garden Cliff, Westbury-on-Severn, and the Middle Jurassic Inferior Oolite Group at Leckhampton Hill, Gloucestershire.

Excursion 3: (whole day): This field excursion examines the Late Jurassic sedimentary rocks of the hills around Oxford and introduces the concept of ‘green line’ mapping.

Suggested Reading:
Powell, P., (2005), The geology of Oxfordshire, The Dovecote Press, Wimborne - 3C17:49.5
British Museum (2004 & other editions) British Mesozoic Fossils - 5A.42E

Online Reading List:
EARTH_MEarthSci_1st year_Fundamentals of Geology: Local Field Trips
http://readinglists.bodleian.ox.ac.uk/lists/5EB7EAF0-0F5C-059C-5C0E-44AA3E0F2756
## Deadlines

Please note:

1. Some of these dates are based on previous years, and may be subject to change. Every effort will be made to notify students of any changes as soon as possible. In the meantime PLEASE PUT THESE DATES IN YOUR DIARY NOW. You may not receive further reminders about some items.

2. These deadlines relate to departmental business, and you may have other important dates relating to college business.

3. Examination and some field course dates are in italics, as they will be confirmed nearer the time.

4. Deadlines in bold are included in the examination regulations or conventions and you may be penalised by the examiners if you do not meet them.

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<thead>
<tr>
<th>TERM</th>
<th>WEEK</th>
<th>DAY</th>
<th>TIME</th>
<th>ITEM</th>
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<td>Begin to consider mapping area.</td>
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<td>Term</td>
<td>- 1st - 0th week</td>
<td>Wed 27 Sep - Wed 4 Oct</td>
<td>1.30pm departure</td>
<td>Dorset field course</td>
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<td>Week 8</td>
<td>Monday</td>
<td>2.00pm</td>
<td>Deadline for Maths/Scientific Computing practical work</td>
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<tr>
<td></td>
<td>Week 8</td>
<td>Wednesday</td>
<td>2.00pm</td>
<td>Deadline for Structural Geology and Map Interpretation practical work</td>
</tr>
<tr>
<td>Hilary Term</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Consider mapping area.</td>
</tr>
<tr>
<td>Week 0</td>
<td>Friday</td>
<td>9.30am</td>
<td>Collections</td>
<td></td>
</tr>
<tr>
<td>Week 2</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>Risk Assessment Forms for mapping available</td>
</tr>
<tr>
<td>Week 6</td>
<td>Friday</td>
<td>4.00pm</td>
<td>Submit mapping plan to Richard Palin</td>
<td></td>
</tr>
<tr>
<td>Week 7</td>
<td>Thursday</td>
<td>2.00pm</td>
<td>Deadline for Igneous Petrology practical work</td>
<td></td>
</tr>
<tr>
<td>Week 8</td>
<td>TBA</td>
<td>TBA</td>
<td></td>
<td>Final approval of mapping area by Mapping Committee</td>
</tr>
<tr>
<td>Week 8</td>
<td>Monday</td>
<td>2.00pm</td>
<td>Deadline for Sedimentary Petrology and Maths/Scientific Computing practical work</td>
<td></td>
</tr>
<tr>
<td>Week 8</td>
<td>Friday</td>
<td>2.00pm</td>
<td>Deadline for Metamorphic Petrology practical work</td>
<td></td>
</tr>
<tr>
<td>Week 8</td>
<td>Friday</td>
<td>4.00pm</td>
<td>Submit Risk Assessment Form and insurance form for mapping area to Reception.</td>
<td></td>
</tr>
<tr>
<td>Easter Vacation</td>
<td>N/A</td>
<td>TBC</td>
<td></td>
<td>Assyt field course</td>
</tr>
<tr>
<td>Trinity Term</td>
<td>TBC</td>
<td></td>
<td></td>
<td>Local field courses</td>
</tr>
<tr>
<td>Week 1</td>
<td>Monday</td>
<td>2.00pm</td>
<td>Deadline for Sedimentary Facies Analysis practical work</td>
<td></td>
</tr>
<tr>
<td>Week 6</td>
<td>Days TBC</td>
<td>Times TBC</td>
<td>2nd Year examinations</td>
<td></td>
</tr>
</tbody>
</table>
The second year course will go beyond the introductory level and equip students with a more comprehensive knowledge of Earth Sciences topics as well as develop practical skills in observation and data manipulation.

The course is broadly subdivided into five parallel themes, although some courses straddle multiple areas.

1. **Earth Deformation and Materials** including Structural Geology and Map Interpretation, Earthquakes seismology and active tectonics
2. **Sedimentary environments and palaeobiology**, including Sedimentary Basins, Sediment Generation and Diagenesis, Stratigraphy and Environments, and Evolution
3. **Petrology** including igneous and metamorphic petrology, and planetary materials and meteorites
4. **Geochemistry, Climate and Carbon Cycle**, including thermodynamics, Stable Isotopes, Radiogenic Isotopes, Climate Change and Carbon Cycling
5. **Mathematical & Geophysical Tools**, including Geophysical Methods, Remote Sensing, Series Analysis, Linear Algebra and scientific computing

Assessment will be by theory examination in the form of three three-hour papers sat in Trinity Term and practical assessments through the year for some courses.

Field training takes place in Dorset before Michaelmas Term, in Assynt, Scotland, at Easter and in Somerset, after the Trinity Term examinations.

**Tutorials**

The normal frequency of tutorials in the second year is on average one per week.

**Practical Work**

Please note students should keep hold of any practical work (lab notes, field notebooks etc.) undertaken throughout the year, as 3rd year students may be required to hand in all practical work from second and third year following the Part A2 examinations at the end of third year.

Details of assessed practical work contributing to Part A1 grades can be found in Appendix 1.

**Examinations**

Please see Appendix 1: Examining Conventions.
# COURSE STRUCTURE

## 2nd year, 2023-24

### Michaelmas Term

<table>
<thead>
<tr>
<th>Course</th>
<th>Paper</th>
<th>Assessment</th>
<th>Lecturers</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workbook assessment</td>
<td>Paper 3 A1****W1</td>
<td>Structural Geology &amp; Map Interpretation</td>
<td>Cartwright (?), Walker, R. (?)</td>
<td>16</td>
</tr>
</tbody>
</table>

### Hilary Term

<table>
<thead>
<tr>
<th>Course</th>
<th>Paper</th>
<th>Lecturers</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper 3 A1****W1</td>
<td>Geophysical Methods</td>
<td>Kendall</td>
<td>16</td>
</tr>
<tr>
<td>Paper 2 A1****W1</td>
<td>Remote Sensing</td>
<td>Walker, R. (6?), Bouman (6?)</td>
<td>12 hours</td>
</tr>
</tbody>
</table>

### Trinity Term

<table>
<thead>
<tr>
<th>Course</th>
<th>Paper</th>
<th>Lecturers</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper 2 A1****W1</td>
<td>Evolution</td>
<td>Dunn</td>
<td>6 hours</td>
</tr>
</tbody>
</table>

Fieldtrips: L=Lecture
Course Synopses and Reading Lists

Books used in each lecture course may be ranked as: Essential (***); Useful (**); Supplementary (*). Numbers in bold type indicate the shelf-mark of each book. There should be a reference copy of each title in the “Confined Cupboard”. Loan copies will also usually be available and will have the same shelf location. (Check the online catalogue - OLIS - for copies in other libraries). It is easy to recall books that are out on loan using the yellow cards found in the library.

Further reading (e.g. research papers) will be provided in lectures.

Details of all courses, including reading lists and lecturers, may be subject to change by individual instructors.

**Earth Deformation & Materials**

**Structural Geology and Map Interpretation**

Profs J Cartwright and R Walker

This practically oriented course deals with fundamental aspects of structural geology and presents the basic techniques of structural analysis. The course is a mixture of lectures and practicals. The practicals will introduce a range of geological structures at a range of scales using different observational methods from satellite based to outcrop to subsurface (seismic and well data). The structures to be analysed will be set in their tectonic context. Assessment will take the form of an open book practical assignment equivalent to a single practical session and will take place towards the end of term with a deadline of Week 8 submission.

Reading:
Structural Geology by H Fossen. Cambridge University Press, 2016

**Earthquakes, seismology and active tectonics**

Prof J Hawthorne and Prof R Walker

Theory of faulting (JH)

L1. Failure (Griffith, Coulomb) criteria; initiation of faulting; effects of pore fluid pressures

L2. Stress in the Earth: Mohr circles; Anderson's theory of faulting; fault dips

P1. Mohr construction for stress and implications for fault slip

Earthquakes (JH)

L3. Observing earthquakes: refraction; wave propagation and the ray parameter; P-wave take-off angles and azimuths; seismic wave travel times; strike, dip and rake.

L4. The processes that drive earthquakes; frictional weakening; rupture propagation; aseismic slip

P2. Earthquake mechanisms: readings of first arrivals; take-off angles, azimuth and distance; stereographic projection; fault type.

Reading:

Active Tectonics and earthquake geology (RTW)
L13. Regional tectonics, overview: earthquake mechanisms, topography and patterns of deformation for the Alpine-Himalayan belt, western USA, New Zealand.
P7. Extensional faulting in earthquakes
L15. Role and geomorphology of strike-slip faulting: examples and case studies from Iran, Tibet, Turkey, California and New Zealand.
L16. Continental shortening. Geomorphology of thrust faulting. Examples and case studies from New Zealand, Iran, the Caucasus.
P8. Active faulting and folding: combining evidence from imagery, topography and drainage patterns.

Reading:

Online Reading List:
EARTH_MEarthSci_2nd Year_Earthquakes, seismology & active tectonics
http://readinglists.bodleian.ox.ac.uk/lists/A2BBFA30-E7A0-D5E5-725D-24B9C5E934E9

Sedimentary environments and palaeobiology
Sedimentary Basins
Prof. Bruce Levell
10 hours lectures and 6 hours practicals over 4 weeks (weeks 1-4)
The aims of this course are for students:

(1) to be able to accurately describe a sedimentary basin and its infill and recognise key large scale stratigraphic geometries in cross-sections and maps
(2) to understand, in broad outline, the lithospheric processes that govern the formation of sedimentary basins, and the large scale sedimentary processes that lead to the filling of those basins with sediments.
3) to understand the interplay between basin formation mechanisms, sea level and sediment supply variations and the associated sedimentary facies and stratigraphic architecture.
4) to make connections between sedimentary basin analysis and material in other courses such as geodynamics, sedimentary geology, palaeontology.

The course is structured in two main parts: (1) the interpretation of seismic sections across sedimentary basins (2) the interactions among the processes of relative sea level, change, (primarily addressing subsidence) and sediment supply.

Practicals provide an opportunity to use seismic and well data to infer the stratigraphic and structural evolution of sedimentary basins, to reconstruct subsidence histories and to place basin evolution in a wider tectonic context.

Specific learning outcomes are:

1. Geodynamics: Be able to describe how rift and foreland basins are formed and evolve.
2. Integration: Be able to explain how the sedimentary geometry and lithology of a clastic basin-fill in a rift or a foreland setting relates to the basin-forming processes (i.e., both how the basin-forming processes predict the sediments and how studying the sediments allows unravelling of the basin-forming processes).

3. Stratigraphy: Understand how accommodation space is created, how the sedimentation patterns depend upon the rates of relative sea level rise and of sediment input, and what parameters these two rates in turn depend upon.

4. Seismic: Be able to make logical deductions about basin subsidence from seismic sections using the observed stratigraphic patterns.

Suggested Texts:

Online Reading List:
EARTH_MEarthSci_3rd year_Paper 1: Sedimentary Basins
http://readinglists.bodleian.ox.ac.uk/lists/33FEDFA7-BA59-E355-9545-89AE5A76D5D3

Sediment generation and diagenesis
Prof S Robinson

This course aims to develop a comprehensive understanding of the physical, chemical, and biological processes that generate sediments at the Earth’s surface, building on knowledge gained in year 1. The course examines the production and diagenesis of siliciclastic grains, carbonate geochemistry, the mineralogy and generation of limestone particles, and the origins of siliceous rocks. Emphasis is placed on the petrographic identification of these sediments as well as secular changes through Earth history. The course will have 8 one-hour lectures and 4 two-hour practicals, that will involve petrographic examination of thin sections.

Lectures
Lecture 1 Introduction to siliciclastic sediment generation, composition and provenance
Lecture 2 Siliciclastic sediments in thin section and clastic diagenetic features
Lecture 3 Carbonate geochemistry
Lecture 4 Carbonate grains – modern skeletal grains
Lecture 5 Carbonate grains 2 – ooids, ancient skeletal grains, and mud
Lecture 6 Carbonate factories
Lecture 7 Carbonate diagenesis
Lecture 8 Origin & diagenesis of siliceous sediments

Practicals
Practical 1 Clastic sediments in thin section
Practical 2 Quaternary carbonate grains and diagenesis
Practical 3 Ancient carbonate grains in thin sections
Practical 4 Siliceous rocks in thin section

Exam descriptor
Written exams: Multi-part questions, that may require a mixture of short answers (definitions, explanations, diagrams) and longer (short essay) answers. Questions may require the application of knowledge from this course and Stratigraphy and Environments (Trinity Term).

Practical work: A practical work book will be completed in the practical sessions and in your own time that will be assessed at the end of term.

Suggested key texts:
The course will not use a single textbook but will rely on several, as well as the primary literature.


Online Reading List:
EARTH_MEarthSci_2nd year_Paper 1_Sedimentary
http://readinglists.bodleian.ox.ac.uk/lists/582B9018-4261-BA6C-06A3-55940A5E58D2

Online resources
The virtual microscope is a great way of seeing what assorted rocks look like in thin section. There are a number of different collections available, including this one from the University of Leeds, which includes a number of good examples of sandstones - you can even rotate the stage! I recommend Leeds samples 05, 07, 08, 09, 10 and 19 but there are lots elsewhere in the collection too, so have an explore!
https://www.virtualmicroscope.org/content/leeds (Links to an external site.)

For carbonates, the following is an amazing and excellent website showing major grains and cement types with very clear images. Unfortunately you can't interact with images (unlike the virtual microscope) but this is an excellent resource to help you learn to identify the major grain types:
https://carbonateworld.com

Stratigraphy and environments
Prof S Robinson

This course will look at the tools used by geologists to understand past environments, timescales and environmental change. The course will have 6 one-hour lectures and 3 two-hour practicals, that will involve examination of trace fossils, petrographic examination of thin sections, description of hand specimens and interpretation of sedimentary structures.

Lectures
Lecture 1 Introduction to stratigraphy
Lecture 2 Biostratigraphy, magnetostratigraphy and the GPTS
Lecture 3 Cyclostratigraphy and the Geological Timescale
Lecture 4 Introduction to the principles of facies analysis
Lecture 5 Trace fossils and their importance in facies analysis
Lecture 6 Sedimentary facies analysis applied to clastic coasts

Practicals
Practical 1 Trace fossils in OUMNH
Practical 2 Description and interpretation of specimens from the middle Jurassic of Yorkshire
Practical 3 Facies interpretation of the middle Jurassic of Yorkshire

Exam descriptor
Written exams: Multi-part questions, that may require a mixture of short answers (definitions, explanations, diagrams) and longer (short essay) answers. Answers may require the application of knowledge from this course and Sediment generation and diagenesis (Hilary Term).

Practical work: A practical work book will be completed in practical sessions 2 and 3 and in your own time that will be assessed at the end of term.

Suggested key texts:
The course will not use a single textbook but will rely on several, as well as the primary literature.

Evolution
Dr F Dunn
6 Lectures

Lectures will introduce key evolutionary concepts that are important for well-rounded Earth Scientists, including the evidence that led Darwin to the theory of evolution, the mechanisms of heredity, population genetics, species concepts and speciation, and phylogenetics. This information will be parsed into the following lectures:

1. Darwin and the origin of evolutionary thought
2. Heredity and population genetics
3. Species, speciation, and levels of selection
4. Macroevolution and biogeography
5. Phylogenetics and calibrating the fossil record
6. Great transformations (transitions to land, evolution of whales, etc)

Petrology

Igneous Petrology
Prof D Pyle

The second-year igneous petrology course brings together the practical study of igneous rocks in hand-specimen and thin-section with ideas around the origin, evolution and eruption of magmas, and the use of phase diagrams to understand melting and crystallisation paths. The course builds on concepts and skills developed in the first year. Topics covered in the 8 lectures and 8 practicals include:

- description and interpretation of igneous rocks in hand specimen and thin section
- use of simple phase diagrams to understand the origin and evolution of igneous rocks, including crystallisation and melting paths under equilibrium and fractional conditions
- outlines of the main controls on magmatism and magmatic rocks in different tectonic settings.

Exam descriptor
Written exam: One multi-part question, that may require a mixture of short answers (e.g. interpretation of a phase diagram) and longer (short essay) answers.

Practical work: A practical workbook will be completed in practical sessions, and in your own time, and will be assessed at the end of term. Details to be confirmed in due course.

Reading (see the list on Canvas for the most up to date resources)
Metamorphic Petrology
Prof R Palin

The metamorphic petrology course builds on the study of mineralogy and petrology begun in the first year and serves as a solid basis for the interpretation of mineral assemblages and textures of metamorphic rocks. Topics covered include: equilibrium and disequilibrium; metamorphic reactions; graphical analysis of phase relations; estimating pressure and temperature of equilibration; inferring P-T-time-deformation histories; metamorphic fluid composition and phase relations; and fluid-rock interaction. Extensive support materials are available in the section ‘Metamorphic Petrology’ on Canvas and on ORLO.

Reading:

Online Reading List:
EARTH_MEarthSci_2nd year_Metamorphic Petrology
http://readinglists.bodleian.ox.ac.uk/lists/4241AC7E-1A09-5730-7C7E-FA9B06CCAF94

Planetary Materials and Meteorites
Prof J Bryson

This course will discuss the geology and geochemistry of a range of extra-terrestrial rocks to build an introductory understanding of how solids formed in our solar system and how these went on to build planetary bodies. It will take concepts that students have been learning throughout the other courses in their second year and recontextualise them by applying them to other planetary bodies. This will include a number of asteroids, the moon, and Mars. The course will be complemented by a tutorial, where we will view the meteorites together in the OUNHM and discuss the contents of the lectures with the samples in front of us. Approximate structure:

1. Chondrites and their petrology
2. Achondrites and their petrology
3. Radiometric dating of meteorites
4. Stable isotopes in meteorites
5. The formation and evolution of the Moon
6. The formation and evolution of Mars
7. Tutorial in the OUNHM using their meteorite collection to better understand the course.

Online Reading List:
EARTH_MEarthSci_2nd Year_Planetary Materials & Meteorites
http://readinglists.bodleian.ox.ac.uk/lists/B473708E-69E2-2AB4-B99D-DA9256FE1B80
Geochemistry, Climate and Carbon Cycle

Thermodynamics
Prof B Wood

The thermodynamics part of the course will cover: Thermodynamic functions; chemical potential; free energy; entropy; enthalpy and heat capacity. Hess's law; stable and unstable mineral assemblages. Solid-solid reactions; calculation of simple phase diagrams. Fluids; perfect gas laws; pressure-volume-temperature relationships for imperfect gases; fugacity. Calculations and reactions involving fluids and solids. Activity and standard states; Activity-composition relations for ideal and non-ideal solid solutions. Aqueous solutions; ions and complexes; solubility, Redox potential.

Reading:
Elementary thermodynamics for Geologists by B.J. Wood and D.G. Fraser. 21A.37

Online Reading List:
EARTH_MEarthSci_2nd Year_Thermodynamics
http://readinglists.bodleian.ox.ac.uk/lists/56208A1C-AA77-2D3C-5110-4F5084E3FE4A

Stable isotopes
Prof R Rickaby

This course aims to give the students the principles of stable isotopic fractionation such that they are armed to understand the information yielded by the huge diversity of isotopic systems. The aim is to build an understanding of how the habitable planet came into being as evidenced from isotopic systems. It will cover the mechanisms for equilibrium isotopic fractionation, clumped isotopologues, and the temperature dependence that yield crucial tools for unravelling Earth's thermal history. The mechanistic basis of kinetic fractionation will introduce stable isotopic methods for understanding the hydrosphere now and in the past and for enzymatic reactions and how we can delve into past history of life and metabolisms on the planet. The course also includes an element of project work where students' investigative skills will be pitted against each other to determine the ultimate isotope system for the future.

Radiogenic isotopes
Prof D Porcelli

This course covers the use of radiogenic isotope chemistry for geological dating, including methods for determining: the age of the Earth, rock formation and metamorphism ages, early solar system chronology, 14C ages, exposure ages, the rates of continental growth and planetary degassing, thermal histories of crustal rocks, and the rates of volcanic and environmental processes. Using isotopes for identifying different processes and tracing in the environment and within the Earth is also covered.

Online Reading List:
EARTH_MEarthSci_2nd year_Isotope Geology
http://readinglists.bodleian.ox.ac.uk/lists/F76D42C2-6A4E-3E2A-6A13-D32AADD84A3E

The Carbon Cycle
Prof B Hilton & Prof S Khatiwala

The course will cover the fundamental components of the carbon cycle and focus on the key processes that govern greenhouse gas concentrations in the atmosphere. It will also consider the coupled biogeochemical cycles of elements, while introducing a variety of geochemical approaches used to study the carbon cycle.

Following an introduction to the carbon cycle, the course will cover the following themes: The operation of the carbon cycle over geological timescales (volcanism, weathering and organic matter burial); The role of the terrestrial biosphere; The ocean biosphere; Inorganic carbon in the ocean; Glacial-interglacial change in atmospheric CO2; The 20th Century; and The future carbon cycle.

The course will combine lectured material with hands-on material for the students (e.g. data analysis, calculations, and computer-based model exercises). Some will also feature practical demonstrations.
The course will not use a single textbook, but rely on several, on the primary literature, and on web resources.

**Online Reading List:**
EARTH_MEarth_2nd Year_Carbon Cycle
http://readinglists.bodleian.ox.ac.uk/lists/84DFC41E-8435-2A89-ED38-809821B30994

**Climate Change**  
**Prof H Johnson, R Rickaby, L Stevens and T Kettlety**

This course will provide an introduction to climate change in 12 hours. It will start with a brief reminder of what sets global mean temperature, and a discussion of palaeoclimate processes, before moving on to cover recent climate change. The course will review how climate has changed, why we are confident it is due to anthropogenic greenhouse gas emissions, and what the impacts are on physical and biological Earth systems. It will cover climate model projections of future climate change, and discuss the actions required to solve the climate change problem. A practical exercise focused on modelling global mean temperature will illustrate some of the key points. In the final session we will discuss some broader aspects of the problem, beyond the fundamental science.

**Lectures:**
1. Climate change - what sets global mean temperature?  
2. Palaeoclimate  
3. Palaeoclimate  
4. Our warming planet  
5. Response of the physical system  
6. Response of the biological system  
7. Future climate change  
8. Solving the problem  
9. Greenhouse gas removal strategies  
10. Not just a scientific challenge....

**Practical:**
Python computing exercise (2-3 hours) - Modelling global mean temperature

**Examinations:**
This course will be assessed by examination in the Part A1 exams. Questions will typically have multiple parts and require a mixture of short answers (definitions, explanations, diagrams, calculations) and longer (short essay) answers.

**Reading will be recommended from the following books:**
Archer - Global Warming: Understanding the Forecast  
Tziperman - Global Warming Science: A Quantitative Introduction to Climate Change and its Consequences  
Archer and Rahmstorf - The Climate Crisis: An Introductory Guide to Climate Change  
Pierrehumbert - Principles of Planetary Climate

**Online Reading List:**
EARTH_MEarthSci_2nd Year_Climate Change
http://readinglists.bodleian.ox.ac.uk/lists/96660FD6-D4DB-C06F-629F-C99B3A35C22C

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**Mathematical & Geophysical Tools**

**Series analysis and scientific computing**
**Dr D Kennedy**

This course will: (i) introduce and review quantitative tools required for data analysis across the earth sciences; and (ii) provide a working introduction to MATLAB. Laboratory sessions designed to provide hands-on experience with MATLAB will complement weekly lectures.
Reading:
Davis, J. C.  Statistics and Data Analysis in Geology (2002). 9C.13

Online Reading List:
EARTH_MEarthSci_2nd year_Mathematical Tools
http://readinglists.bodleian.ox.ac.uk/lists/1E9C9BA4-9426-CE64-C600-63AE524AF7A5

Linear Algebra and scientific computing
Prof S Khatiwala

Lecture by Lecture Outline
16 Lectures,
L1-2: Basics of vectors and matrices.
L3-4: Linear systems of equations (row and column interpretation of linear equations; Gauss elimination; Gauss-Jordan inverse; LU factorization).
L5-6: Where matrices come from (partial differential equations and finite difference approximations; explicit and implicit schemes for numerical solution of differential equations).
L7-9: Vector spaces (definition and examples; the column, row and nullspace of a matrix; rank of a matrix; complete solution to Ax=b; existence and uniqueness of solutions; linear independence and basis).
L10-11: Determinants (cofactor formula; properties of determinants; Laplace's displacement; determinant and invertibility of a matrix; Cramer's rule).
L12-14: Eigenvectors and eigenvalues (geometric interpretation; characteristic polynomial and computing eigenvalues and eigenvectors; diagonalization of a matrix).
L15-16: Applications of eigenvectors (matrix exponentials; solution of linear differential equations; normal mode analysis; linear stability analysis).

General themes and outcomes
These topics will be covered:
- Matrix algebra
- Solving systems of linear equations
- Matrix inverse; matrix factorizations
- Vector spaces, bases, and dimension
- Determinants
- Eigenvalue problems and diagonalization
- Numerical solution of ordinary and partial differential equations
- Introduction to scientific computing and computer programming in Matlab

Geophysical Methods
Prof M Kendall

An introduction to gravity, magnetic, and seismic methods of geophysical exploration. Instrumentation and field survey design. Data reduction and processing techniques. Geological interpretation of gravity, magnetic and seismic reflection and refraction data.

Reading:
McQuillin, R., Bacon, M. & Barclay. (1979) An introduction to seismic interpretation. 2C.106
Remote Sensing
Prof. R Walker and Prof. H. Bouman

In the first part of the course, we will examine how satellite imagery is acquired, and explore the use of passive remote sensing and digital elevation data in assessing land cover, environment, and geology in terrestrial settings. We will examine how visible, near infra-red and short-wave infrared image bands can be combined in a range of settings.

- The use of multi-spectral data in remotely mapping geological materials
- The use of normalised ratio techniques to assess vegetation cover
- The display and use of digital elevation data

The course will combine lectures with computer-based practicals (e.g. data analysis and visualisation).

The course will draw on material from textbooks, the primary literature and on-line resources.

Suggested Text:
There are a number of text books that cover remote sensing and the basics of satellite image interpretation e.g. Lillesand et al., Remote Sensing and Image Interpretation.

In the second part of the course, we will examine the use of passive remote sensing as a tool for investigating variability in the physical and biogeochemical properties of the surface marine environment. We will discuss how we define and measure seawater optical properties. We will then explore how visible spectral radiometry is used in a variety of applications, including

- Mapping chlorophyll concentrations
- Studies of phytoplankton phenology
- Determination of phytoplankton physiology
- Ocean carbon cycles
- Monitoring water quality

The course will combine lectures with computer-based practicals (e.g. data analysis and visualisation).

The course will draw on material from textbooks, the primary literature and on-line resources.

Suggested Text:

Online Reading List:
EARTH_MEarthSci_2nd Year_Remote Sensing
http://readinglists.bodleian.ox.ac.uk/lists/A970BBAA-0F1A-D0AF-0591-A5ABAEDD8157

FIELD COURSES

Health Issues

If students have any health issues that may affect their participation in a field course, they will be asked to provide a letter from their GP confirming that they are fit to participate in the various aspects of the course (a list of specific points for your GP to respond to will be provided). **It is the responsibility of the student to ensure that the field course leader and academic administration staff are aware of their health issues.** The student should ensure they discuss with them how their health issues might affect participation in the field course and any special requirements that need to be addressed, in good time before the field course.
Alternative Travel Arrangements

We encourage students to travel with the main group as much as is practicable.

Students who do not intend to travel as part of the main group for field courses must inform the Academic Office as soon as possible. **Students must make their own arrangements to and from an agreed location** (such as the airport or accommodation) and they must work around the timings of the group. For example, if the course includes a flight the student must arrive at the airport before or at the same time as the group so as to not cause a delay, and on the return they must depart at the same time or later than the group.

For courses with flights, students can be reimbursed for their alternative travel arrangements up to the cost of the flights per person on the group booking, minus any cost that the Department may have already paid and cannot reclaim. An eExpenses Claim Form must be completed, and submitted with original itemised receipts ([https://finance.admin.ox.ac.uk/claiming-expenses-departmental-guidance](https://finance.admin.ox.ac.uk/claiming-expenses-departmental-guidance)). Details will be provided on request.

For courses without flights, alternative travel arrangements would be at the student’s own expense as the Department would still incur the cost of the coach.

Dorset

This seven-day field course focuses on the Mesozoic (Triassic-Cretaceous) sedimentary rocks deposited during the development of the Wessex Basin and the younger Cenozoic (Eocene) rocks of the Hampshire Basin. The rocks are spectacularly exposed in cliff sections along the East Devon and Dorset coastline, and are examined at Budleigh Salterton, Ladram Bay, Lyme Regis, Charmouth, West Bay (Bridport), Portland, Durdle Door, Lulworth Cove and Hengistbury Head (near Bournemouth). The focus is on the sediments and the fossils they contain, with a view to interpreting ancient environments and the origin of the sedimentary basin in the context of Mesozoic and Cenozoic Earth history. Also of interest are the geological conditions that led to the formation of oil reserves in this region.

The course reinforces many fundamental aspects of geological observation and acquisition of field data that were introduced in year 1. In the evenings, time is spent analysing data collected during the day, and learning about related research studies in this area.

Reading:

Online Reading List:
EARTH_MEarthSci_2nd year_Field Trip: Dorset
[http://readinglists.bodleian.ox.ac.uk/lists/9BE375A3-5F11-537D-4D0C-C1D3E50DD886](http://readinglists.bodleian.ox.ac.uk/lists/9BE375A3-5F11-537D-4D0C-C1D3E50DD886)
Worbarrow Bay, Dorset. The Late Jurassic to Cretaceous sediments were folded during earth movements related to the Alpine mountain-building.

Assynt

The far north-west of Scotland is an area of classic geology, containing one of the first major overthrust zones to be recognised, and an area of intensively studied Precambrian gneisses widely regarded as a model for the nature of the lower continental crust. The course has a number of objectives:

1. Training in a variety of geological mapping techniques involving a range of rock types and geological settings, including highly deformed rocks and metamorphic terrain, in preparation for students' independent work.
2. An opportunity to link the study and description of rocks in the field with examination of the same rocks in the laboratory.
3. A study of the geological evolution of north-western Britain through about three billion years of Earth history.
4. The acquisition, processing and geological interpretation of gravity and magnetic data.
Precambrian red sandstones, laid down by river systems 1000 million years ago, make up the bulk of the mountain Quinag.

The principal focus of the course, however, is on recording information, and on the techniques of geological mapping. Mapping is one of an Earth scientist’s most fundamental skills. It comprises the ability to record and interpret the three-dimensional patterns and relationships of rock bodies, and to work out the sequence of events that formed them. As part of the training, students learn:

- to record information in a field notebook: descriptive notes and measurements of thickness, distance, orientation;
- to make detailed and clearly labelled sketches of features seen in outcrop, with interpretation;
- to record outcropping rock types, measurements and other data on field slips - copies of topographic base maps taken into the field; and
- to make interpretive sketches of the geological features of a large area by making “sky-line cross-sections” from panoramic views.

We learn and practise a variety of mapping techniques:

- Mapping an area of a few square kilometres by visiting essentially all outcrops and tracing out geological boundaries by observation and inference.
- Walking a traverse across a succession of rock types, collecting information for constructing a geological cross-section.
- Mapping well-exposed areas of outcrop in detail by pace-and-compass traverse and grid mapping.
- Logging sedimentary successions in continuous coastal outcrop.
- Mapping and measuring folded and metamorphosed rock sequences, and inferring complex three-dimensional structure.

On return from the field, students learn to compile a final version of the geological map from their field slips and recorded data, adding further interpretation in the form of cross sections and an account of the geological history.

This course also includes professional instruction on fieldwork safety and survival in remote and rugged terrain.

Reading:
  Or:
- Woodcock, N. & Strachan, R. (eds.) Geological History of Britain and Ireland, Blackwell. -3B.153 **

Online Reading List:
EARTH_MEarthSci_2nd year_Field Trip: Assynt
Looking for the unconformity: on the right, banded metamorphic gneisses formed in the deep crust, uplifted, eroded, and locally covered by a veneer of sediment; on the left, shallow-dipping siltstones and sandstones of the 1200 million-year-old Stoer Group, which overlie the gneiss.

Somerset

This residential five day field course is aimed at improving your field skills in structural geology and sedimentology/stratigraphy. The practical components will involve making basic structural and sedimentological observations and some mapping exercises.

The course is based on the southern margin of the Bristol Channel Basin, and the main outcrops span from the Triassic to the Jurassic, and include a range of sedimentary lithologies. The structures visible at outcrop on exceptional wave cut platform and cliff exposures comprise extensional faults, strike-slip faults, inverted extensional faults along with folds at shorter and longer wavelengths and a range of natural fractures and veins. The area was subjected to a lengthy evolution involving basin subsidence, phases of extensional and contractional deformation, along with two periods of regional uplift. We will attempt to reconstruct the basin evolution from the observations we make over the 5 days.

It may be possible to visit the classical folded Carboniferous succession of North Devon, depending on tidal conditions and other logistical constraints.

Online Reading List:
EARTH_MEarthSci_2nd Year_Somerset
http://readinglists.bodleian.ox.ac.uk/lists/1D1DC2B4-DD06-814E-AA34-8367272A27F9
Independent Mapping Project

OVERVIEW

All students undertake an independent project during the summer vacation at the end of their second year. Starting from the academic year 2023-24, we are offering a limited choice of different types of projects. However, it is expected that most students will continue to undertake a geological mapping project. The choice of projects for 2023–24 are:

- Geological field mapping project (available to all students).
- Geochemical field mapping project (available for 4 to 8 students).
- Geophysical data analysis project (available for 4 to 8 students).

A briefing session introducing the different projects will be held early in Michaelmas Term. Due to the complexity involved with organising and running geochemical and geophysical projects, numbers are capped for this year. Students wishing NOT to undertake a geological field mapping project will be asked to submit their preferences to the academic office before the end of 6th week. If project types are oversubscribed, first preference will be given to students with relevant mitigating circumstances and/or relevant information on their Student Support Plans. For remaining places, a lottery will be held to assign projects. If any students miss-out on their choices, then they will be expected to complete a geological mapping project. If a very low number of students wish to undertake a particular type of project, then the Department can decide not to run that project type.

In exceptional circumstances, such as when health issues make it difficult to go into the field, students will always have the option of undertaking a desk-based project, instead of field mapping. Students who feel they have sufficient reasons to undertake a desk-based mapping exercise should raise this with their tutor as early as possible in second year, and submit a case for consideration by the Mapping Panel. It is the responsibility of the student to ensure that they raise any health issues well in advance of the summer mapping exercise. They may be asked to provide a letter from their GP confirming that they are not fit to participate in the mapping exercise.

Geological field mapping project (available to all students)

The project consists of 4-6 weeks of geological mapping of an area of 11-15 km$^2$ in a location of the students’ choice. The total mapped area will depend on the terrain, rock exposure and the complexity. In recent years, students have mapped in areas as diverse as New Zealand, Alpine Europe, Northern Norway, Greenland, as well as the British Isles.

In addition to mapping, specialised investigations should also be undertaken, involving further study such as structural analysis, petrology, palaeontology, or sedimentology. The mapping area should be reasonably compact and have a sufficient degree of natural or artificial exposure to allow effective mapping. It should contain distinct and mappable rock-types, and lack large areas of uniform lithology. There should be a sufficient level of stratigraphic or structural complexity to present a challenge. The rocks need not span a wide range of ages: lateral facies variations within a single stage, complex structure, or detailed intrusive and extrusive relations in an igneous centre, could all be suitable for mapping. Areas where recent detailed maps have been published should be avoided.

For reasons of safety, you are required to work in pairs. Although you will be mapping together during the day, all observations must be marked individually on your field-sheets and the projects will be written up individually. We recommend that in Michaelmas term, students start to think about where they would like to map and consult as widely as possible with members of staff about their chosen areas. We also recommend that pairs organise themselves into groups of four or more to map adjacent areas. In addition to the mapping, a specialised investigation of some aspect of the geology in your field area should be undertaken, which might involve detailed structural, palaeontological, petrological or sedimentological analyses.

Final approval of the projects takes place by the end of Hilary Term of the 2nd year. Each student group meets with the mapping committee, who assess the projects in terms of the geological suitability, logistics and, most importantly, safety. In addition, risk assessments must be carried out on all the areas.

The aim is to produce:

(i) a field map, normally drawn on a topographic base (aerial photographs may be used as an aid in mapping where available). If a topographic base is unavailable, you may construct a base
from aerial photographs (subject to the panel’s approval). If the only available topographic base does not include contours, then you should make some attempt to show the topography.

(ii) a field notebook(s). This should be a sturdy hard-backed notebook, and be kept tidy and legible. Grid-references or other information should be included to allow notes to be keyed to your maps. Field sketches should have scales and orientation.

(iii) structural sections and sedimentological logs, if applicable to the geology of the region. These should be drawn up as far as possible while you are in the field area.

(iv) a collection of representative rock specimens, (about fist-sized and as fresh as possible) from which thin sections may be prepared, and photographs of outcrops and landscapes to supplement field sketches. In some mapping areas, samples and thin sections already exist in the Department collection, so students may be asked to use those in the first instance rather than collect new materials.

(v) In the report on the mapping project, the student’s main task is to explain clearly the geology of their area, taking reasonable account of previous literature. At the same time, they have to show they have done a good job in the field, and can interpret their observations both critically and imaginatively, and with good scientific sense: no easy matter!

Specific support for these projects will be provided in the form of:

- Advice on choice of field areas and safety issues (Mapping panel and college tutors; Michaelmas and Hilary Terms of 2nd year).
- GIS tutorial support (Trinity Term).
- Additional field training during Somerset field class (post-exams, Trinity Term).
- Online resources regarding digitisation of maps.
- Tutorial at start of Michaelmas Term of 3rd year to discuss plans for write-up.

**Geochemical field mapping project (available for 4 to 8 students)**

These projects aim to assess how bedrock geology controls geochemical transfers of elements in rivers. The project consists of 4-6 weeks of fieldwork that combines geological mapping and geochemical measurements of stream and river waters. The area covered will be ~7-10 km$^2$ in a location in the UK or EU.

Geological mapping will be undertaken to provide a context on the likely chemical weathering processes that may impact the geochemistry of natural waters. The requirements of the mapping area are similar to those for a geological mapping project: it should be compact and have a sufficient degree of exposure; it should contain distinct and mappable rock-types; there should be a level of stratigraphic or structural complexity.

In addition, the mapping area should also have lithological variability which will expect to impact on the stream/river chemistry. This could include regions where there are large contrasts in rock types across the landscape, and/or contrasts in vegetation or land use or temperature (i.e. elevation), which combine to drive changes in silicate and carbonate weathering process. Alternatively, other suitable locations may have areas of mineralisation and metal deposits, or be where mining/extraction has taken place in the past, present or may be expanded in the future. With the main geological structures identified, in field measurements of stream/river chemistry will be made with hand-held probes (of pH, temperature, conductivity). These measurements can be made spatially, and over time during the project. In addition, at selected sites samples of filtered stream/river water will be collected for further analysis in Oxford.

For reasons of safety, you are required to work in pairs. Although you will be working together during the day, all observations/measurements must be marked individually on your field-sheets and notebooks, and the projects will be written up individually. We recommend that in Michaelmas term, students start to think about where they would like to map and consult as widely as possible with members of staff about their chosen areas. We also recommend that pairs organise themselves into groups of four or more to map adjacent areas.

Final approval of the projects takes place by the end of Hilary Term of the 2nd year. Each student group meets with a mapping sub-committee, who assess the projects in terms of the geological and geochemical suitability, logistics and, most importantly, safety. In addition, risk assessments must be carried out on all the areas.

The aim is to produce:
(i) a field geological map, normally drawn on a topographic base (aerial photographs may be used as an aid in mapping where available). If a topographic base is unavailable, you may construct a base from aerial photographs (subject to the panel’s approval). The map should show the location of geochemical measurements, and present some summary of measured values (e.g. mean pH, conductivity, etc.,) as points.

(ii) a field note-book(s). This should be a sturdy hard-backed notebook, and be kept tidy and legible. Grid-references or other information should be included to allow notes to be keyed to your maps. Field sketches should have scales and orientation. Geochemical data collected in the field should be organised clearly.

(iii) Stratigraphic column (and structural sections/sedimentological logs applicable to the geology of the region). These should be drawn up as far as possible while you are in the field area.

(iv) The geochemical data in a well organised spreadsheet or data file, and some summary plots of patterns through the mapping area (e.g. geochemical cross sections).

(v) A collection of filtered stream and river samples, clearly labelled and traceable to location and other complementary field geochemical data. These will be analysed for their major ion content in Oxford.

(vi) In the report on the mapping project, the student’s main task is to explain clearly the geology of their area and its link to the measured river geochemistry. At the same time, they have to show they have done a good job in the field, and can interpret their observations and data both critically and imaginatively, and with good scientific sense: no easy matter!

Specific support for these projects will be provided in the form of:

- Advice on choice of field areas and safety issues (Mapping panel and college tutors; Michaelmas and Hilary Terms of 2nd year).
- GIS tutorial support (Trinity Term).
- Additional one day equipment and sample training (post-exams, Trinity Term).
- Online resources regarding digitisation of maps.
- Tutorial at start of Michaelmas Term of 3rd year to discuss plans for write-up.

**Geophysical data analysis project (available for 4 to 8 students)**

In this project, you will examine origins of seismic signals in an area or areas of interest. Environmental, tectonic, and anthropogenic signals are all potential targets. For instance, you may examine seismic waves produced by cascading rivers in New Mexico, by ocean waves on remote islands, by traffic in the UK and France, or by tectonic tremor in Costa Rica. Indeed, you will be encouraged to observe and consider a range of sources your chosen areas.

Over Hilary and Trinity terms, you will choose an area of interest based on a signal you hope to encounter and examine. During the summer, you will begin by processing and examining variations in seismic amplitude through time. You will identify patterns within the amplitude variations and further examine particular signals of interest. Finally, you will compare the seismic amplitude variations with other observations, such as river depth, ocean height, time of day and week, or GPS displacement, so that you can better interpret the observations.

In addition to a visual analysis of the datasets, you will perform some quantitative analysis of the observations. This could be quite simple: a set of histograms or a linear regression between ocean wave height and seismic amplitude, for example, which lets you estimate how much increasing wave height increases ground shaking. Or it could be more complex: perhaps a neural network that maps atmospheric pressure, wave heights at various frequencies, and surface temperature to the amplitude of ground shaking.

Students are encouraged to work in pairs where appropriate, though ideally on overlapping, not identical, topics or areas. Each student must download, process, and interpret their data individually, but you are encouraged to collaborate and troubleshoot coding problems in pairs or groups.

The aim is to produce:

(i) A catalogue of the seismic signals observed in a given area.

(ii) An interpretation of those signals, based on:
   a. A manual inspection of the data after various processing steps.
   b. A quantitative analysis of the seismic data or a quantitative comparison of the data to another dataset.
Specific support for these projects will be provided in the form of:

- 4 guided exercises to work through, coupled with tutorials, during Hilary and Trinity term (some post-exams), to learn to:
  - Download, filter, and plot the seismic data.
  - Download and analyse other datasets.
  - Identify earthquakes and roughly locate seismic sources.
  - Perform simple and complex regressions between datasets.
- Advice on choice of areas (Geophysics panel and college tutors; Hilary and Trinity Terms of 2nd year).
- Tutorial at start of Michaelmas Term of 3rd year to discuss plans for write-up.

## Funding and insurance

Students undertaking field based projects will be given £500 towards the cost of their Summer Mapping. Payments will be made by BACS in Trinity Term.

Additional funding for fieldwork will usually be provided by Colleges and this should be discussed with your college tutor.

Students must have travel insurance regardless of their destination. This can be as part of a family scheme, bought independently or via the University Scheme. Students must submit an insurance application form online, or provide a photocopy of their insurance document along with their risk assessment form to the Academic Administration Office.

### BEFORE TRAVELLING - A CHECKLIST

1. Attend the talk on safety in the field (you will need to sign a form to show that you have done so).
2. Complete the Independent Fieldwork Risk Assessment form (see and discuss your plans, in depth, with the Field Teaching Officer - Dr Richard Palin, who will be particularly concerned with safety). The panel will want to be assured that you are aware of potential hazards in the area, and that you have planned suitable control measures to reduce risks to an acceptable level.
3. Complete the University Travel Insurance form.
4. Demonstrate that you have suitable clothing and footwear and other necessary equipment.
5. Collect the safety pack loaned by the Department (against a deposit), consisting of a whistle, survival bag, torch, and spare batteries. In addition, it is highly desirable to have a mobile telephone, though they may not always work in remote mapping areas. Also collect other documentation (safety information, addressed envelope, names and telephone numbers of members of the Department who can be contacted while you are in the field).
6. Hand in the information sheet, giving details of the precise location of your mapping project, the names of all members of your group, where you are planning to stay and any points of contact, the dates of your fieldwork, and also a preliminary assessment of likely hazards in the mapping area.
7. In addition, you are strongly advised to discuss your plans widely, especially with your college tutor and anybody close to you (family, friends etc.) - this way you will be able to take into account a wide range of experience and points of view before going to your mapping area.

### IN THE MAPPING AREA

- As a group undertake a reconnaissance of each mapping area. Use your initial reconnaissance to update your risk assessment. Record in your field notebook any amendments to the nature and severity of hazards, and how you plan to address these hazards to minimise the risks.
- Return the addressed envelope with your updated address, dates of mapping, and any new information about potential hazards in your mapping area. If you don’t feel confident about working in the area at this stage, you should take appropriate and sensible action. Use your
common sense - you are ultimately responsible for your project, including your own safety in the field.

- In the same place as the rest of the group, exchange information each day, and inform a local independent party (hostel guardian, police officer, shopkeeper) where you plan to map and what time you expect to return.
- Further notes on mapping technique are also available on Canvas.
- For geological field mapping projects, the Department will allow for up to six thin-sections to be prepared for you, so collect samples with this in mind. If you have carbonate rocks, you may also be able to make your own acetate peels for microscope investigations.
- For geochemical field mapping projects the Department will allow for up to 20 samples per pair to be analysed for major dissolved ions (by Ion Chromatography).

BACK IN OXFORD IN MICHAELMAS TERM

Thin Sections

Guidance will be provided regarding preparation of samples for thin sectioning and, with training and oversight, students are expected to cut their own samples. This will happen in weeks 1 and 2 at the beginning of the Michaelmas term of their third year. Thin sections will be returned to students later in Michaelmas Term.

In some mapping areas, thin sections already exist in the Department collections and students will be asked to use these in the first instance.

Geochemical analyses

Students will be trained before fieldwork on the collection of samples and provided with filtration equipment. In week 1, all samples must be submitted in a box, all bottles clearly labelled with sample code, and submitted with a data file (e.g. excel table) which has columns: name of sampler, date, time, X co-ordinates, Y co-ordinates (or these can be latitude and longitude), type (stream, river, spring), field probe measurement values (e.g. pH, temperature, conductivity), general lithology upstream. The datasheet will be printed out and included with the samples. There will be an opportunity to undertake a lab tour and discuss how the samples will be analysed and the quality control steps taken in Michaelmas term of their third year. Data will be returned to students later in Michaelmas term.

What you will eventually need to hand in (Hilary Term 2025)

**Geological field mapping project**

The submitted material should at least consist of

(a) one copy of a final map poster
(b) one copy of the final report
(c) a signed declaration form;
(d) the GeolSoc questionnaire and map.

**Geochemical field mapping project**

The submitted material should at least consist of

(a) one copy of a final map poster
(b) one copy of the final report
(c) a signed declaration form;
(d) the GeolSoc questionnaire and map.
**Geophysical data analysis project**

(a) A catalogue of the seismic signals observed in a given area;

(b) A report interpreting those signals;

(c) A manual inspection of the data after various processing steps;

(d) A quantitative analysis of the seismic data or a quantitative comparison of the data to another dataset.
THIRD YEAR COURSE

Deadlines

Please note:

1. Some of these dates are based on previous years, and may be subject to change. Every effort will be made to notify students of any changes as soon as possible. In the meantime PLEASE PUT THESE DATES IN YOUR DIARY NOW. You may not receive further reminders about some items.

2. These deadlines relate to departmental business, and you may have other important dates relating to college business.

3. Examination and some field course dates are in italics, as they will be confirmed nearer the time.

4. Deadlines in bold are included in the examination regulations or conventions and you may be penalised by the examiners if you do not meet them. ALL EXAMINATION MATERIAL SHOULD BE HANDED IN TO EMMA BROWN OR THE ADMINISTRATIVE OFFICER IN 10.33.

<table>
<thead>
<tr>
<th>TERM</th>
<th>WEEK</th>
<th>DAY</th>
<th>TIME</th>
<th>ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaelmas Term</td>
<td>Week 1</td>
<td>Monday</td>
<td>9am</td>
<td>Cut rock samples for thin sections to be prepared.</td>
</tr>
<tr>
<td></td>
<td>Week 1</td>
<td>Thursday</td>
<td>4pm</td>
<td>Submit scanned copy of field notebooks and field slips via OneDrive.</td>
</tr>
<tr>
<td></td>
<td>Week 4</td>
<td>N/A</td>
<td>N/A</td>
<td>3rd year essay approval forms available.</td>
</tr>
<tr>
<td></td>
<td>Week 6</td>
<td>N/A</td>
<td>N/A</td>
<td>Begin to consider 4th year project topics, and approach supervisors if appropriate.</td>
</tr>
<tr>
<td></td>
<td>Week 8</td>
<td>TBA</td>
<td>N/A</td>
<td>Thin sections available for collection.</td>
</tr>
<tr>
<td></td>
<td>Week 8</td>
<td>Friday</td>
<td>N/A</td>
<td>Return essay approval form.</td>
</tr>
<tr>
<td></td>
<td>Week 8</td>
<td>N/A</td>
<td>N/A</td>
<td>Collect mapping questionnaire, for inclusion with mapping project.</td>
</tr>
<tr>
<td>Hilary Term</td>
<td>Week 1</td>
<td>Tuesday</td>
<td>12.00 noon</td>
<td>Hand in mapping project. <em>All materials, including a copy of the project and map on disk, should be collected in one box file. All thin sections and GeolSoc questionnaires should also be handed in with the project.</em></td>
</tr>
<tr>
<td></td>
<td>Week 3</td>
<td>TBA</td>
<td>TBA</td>
<td>A list of supervisors and some suggestions for 4th year projects will be available on Canvas.</td>
</tr>
<tr>
<td></td>
<td>Week 3-7</td>
<td>TBA</td>
<td>TBA</td>
<td>Briefing on 4th year projects</td>
</tr>
<tr>
<td></td>
<td>Week 7</td>
<td>Friday</td>
<td>4.00 pm</td>
<td>Submit application for research project.</td>
</tr>
<tr>
<td>Easter Vacation</td>
<td>Week 9</td>
<td>11-17 March</td>
<td></td>
<td>Spain Field course</td>
</tr>
<tr>
<td>Trinity Term</td>
<td>Week 0</td>
<td>Thursday</td>
<td>12.00 noon</td>
<td>Hand in 3rd year essay.</td>
</tr>
</tbody>
</table>
Undergraduate Handbook 2023-24 v1.8

<table>
<thead>
<tr>
<th>Week</th>
<th>Days</th>
<th>Times</th>
<th>Part A examinations</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-6</td>
<td>TBA</td>
<td>TBA</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Wed - Fri</td>
<td>N/A</td>
<td>Examiners can request practical work.</td>
</tr>
<tr>
<td>7</td>
<td>Thursday</td>
<td>3.00pm (TBC)</td>
<td>Finals Photo</td>
</tr>
<tr>
<td>9</td>
<td>Friday</td>
<td>4pm</td>
<td>Finals Party</td>
</tr>
</tbody>
</table>

**Tutorials**

The normal frequency of tutorials in the third year is on average one per week.

**Independent Project**

**MAPPING PROJECT SUBMISSION**

Students are required to submit in a single standard box file a paper copy of their final report and map, as well as field note books, field slips, thin sections and other associated documents, to the Academic Office by 12 NOON ON TUESDAY OF WEEK 1 (January 16\textsuperscript{th}, 2024) of Hilary Term. The Academic Office has a limited supply of box files which can be provided on request.

**DIGITAL COPY**

Students are, additionally, required to submit an electronic copy of their project as a back-up (report and map). Details of how to do so will follow closer to the deadline.

**POSTER PRINTING**

You have access to our A0 printer located on O2 (Office Wing floor 2) at the end of the corridor using the print queue “/A0-2 Plain Paper on ugdatalst”. You may need to search and add this to your list of printers. You are allowed to print up to six copies, including all drafts and your final copies.

When printing please make sure that you have set the page size correctly and the orientation etc. before you press the "Print" button.

It is advised that you print most of your drafts as A4 pages just to check the layout and only then print a full-sized draft. It is also advised that you plan to print your first full-sized draft well-before the deadline. The Department will be closed over Christmas and New Year, so there will be no support staff available to help over that period. Remember that printing a large map takes some time and printers are finicky, so don’t leave it until the last minute!

**REPORT PRINTING**

You can print your report in the Undergraduate Computing Laboratory by selecting the printer named “/Uniflow Printer on Uniflow Server/” and sending your output there. You can then collect this from either the printer in the laboratory, which is monochrome, or from the reception photocopier, which is colour, by going up to the printer and offering your University Card to the reader and then selecting "Secure Print", highlighting your print job and touching the “Printer+Delete” button.

Any IT issues, please contact Steve and May via the Department Helpdesk (helpdesk@earth.ox.ac.uk). You will have been allocated with printing credit to cover the cost of report printing. If you need to trim any excess paper off the edge of your poster there is a large guillotine outside the entrance to O3.

Further details about submitting your project can be found in the appendices. This should be taken as the definitive list of items to be handed in and the format for handing them in.
Practical Work

Please note students should keep hold of any practical work (lab notes, field notebooks etc.) undertaken throughout the year, as 3rd year students may be required to hand in all practical work from second and third year following the Part A2 examinations at the end of third year. It is no longer a requirement to hand in practical work, but the examiners reserve the right to request it. Therefore, students should ensure they have their work from second and third year available to hand in, if requested, in Trinity Term. If the examiners wish to see practical work, they will make a request between Wednesday and Friday of Week 7 in Trinity Term.

Third Year Essay

As part of the third year course, students complete a 4000-word essay on a substantial scientific problem of their choice that is sufficiently unresolved to allow scope for critical evaluation and independent thought. The extended essay is understood by the examiners to be an independent piece of work and written according to the structure and style of a review paper. For example, see the “information for authors” for the journals: Earth Science Reviews:

https://www.elsevier.com/journals/earth-science-reviews/0012-8252/guide-for-authors

and the Journal of the Geological Society:

http://www.geolsoc.org.uk/jgs_authorinfo

These provide suggestions of the style, presentation and layout which are appropriate for this essay.

References should be cited in the text using the standard ‘Name-Date’ referencing style, with in-text citations of the author(s) name and date of publication (e.g. Smith, 2009); and references listed in alphabetical order of authors surname in a reference list at the end of the report.

https://libguides.bodleian.ox.ac.uk/reference-management/referencing-styles

Third year essays are entirely independent, and have an initial “advisor” rather than a supervisor. The role of the advisor is to help you discuss and refine your ideas for your essay. They can help you define the topic and provide some suggestions for an initial reading list. The advisor should be a member of faculty, an independent research fellow, or, possibly a postdoc. Students should expect to have a meeting of no more than an hour with their advisor, before submitting their chosen title to the Academic Office (see below). No tutorials may be provided, nor any input given by the tutor beyond initial definition of the subject area. We suggest that initially you discuss your ideas with your college tutor, who may suggest who to approach to be the advisor if you do not already have a clear idea. You should start to consider your essay topic and approach an advisor to arrange a meeting by mid Michaelmas term.

The Academic Administration Office will ask you to complete a questionnaire on your third year essay subject area towards the end of Michaelmas Term, via Canvas.

The arrangements for approving essay titles and for regulating the amount of interaction with members of academic staff are laid down by the Faculty’s Teaching Committee.

The examiners will reward very clearly written essays that assimilate existing information and demonstrate critical skills and demonstrate a familiarity with, and an understanding of, a significant amount of primary literature, originality, and well-argued independent thought.

Further information about submitting your essay is available in the appendices.

Examinations

Please see Appendix 1: Examining Conventions.
## COURSE STRUCTURE

### 3rd year, 2023-24

Each student takes 6 optional papers, plus *Fieldwork & Interdisciplinary* paper

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<tr>
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<td><strong>Paper 10 A1****W1</strong></td>
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<tr>
<td>Natural Resources</td>
<td>Chemistry of Earth's interior</td>
<td>Fieldwork &amp; Interdisciplinary</td>
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<tr>
<td>Robb (8), Waters (4), Cartwright (12)</td>
<td>Ballentine, Porcelli, Wade</td>
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<td><strong>Paper 11 A1****W1</strong></td>
<td><strong>Paper 9 A1****W1</strong></td>
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<tr>
<td>Analytical methods</td>
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<tr>
<td>Bryson (6), Cosmidis (6), Marquardt (6), Wade (6)</td>
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<td><strong>Paper 5 A1****W1</strong></td>
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<tr>
<td>Vector calculus and continuum mechanics</td>
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<td>Katz</td>
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<td>Palin (12), Hawthorne (12)</td>
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<td><strong>Paper 4 A1****W1</strong></td>
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<tr>
<td>Climate dynamics</td>
<td>Biological &amp; Physical Oceanography</td>
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<tr>
<td>Khatiwala (12), Stevens (12)</td>
<td>Bouman (12), Johnson (12)</td>
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L=Lecture  
P=Practical

Fieldtrips:  
Spain
Details of all courses, including reading lists and lecturers, may be subject to change by individual instructors.

### Prerequisites for 4th year options

4th year options for 2024-25 have the following prerequisites:

Paper 1: Palaeobiology - it is recommended students take the 3rd year Quantitative Palaeobiology option, but students who wish to take the 4th year option will be considered on a case by case basis.


Paper 3: Structure & Dynamics of the Earth's Mantle - it is recommended that students take Geophysics of the Deep Earth in the 3rd year, but reading can be suggested if they have not.

Paper 4: Co-evolution of Earth and Life - it is useful for students to take 3rd year Quantitative Palaeobiology, but not essential.


Paper 6: Environmental Geophysics - it is useful but not essential for students to take the 3rd year Natural Resources and Geophysics of the Deep Earth options.

Paper 7: Topics in Volcanology - it is recommended that students take the 3rd year Volcanology option, but reading can be suggested if they have not. The Greek field trip to Santorini is also a good starting point for those who don't take 3rd year volcanology.

Paper 8: Topics in Climate Science - it is recommended that students take the 3rd year Biological & Physical Oceanography and/or Climate Dynamics options, but reading can be suggested if they have not.


### Paper 2: Natural Resources

**Subsurface Mapping and Petroleum Geology**

Prof J Cartwright

This is a 4-week course consisting mainly of lectures with some practical exercises designed to introduce you to the basics of the petroleum system. The emphasis will be on communicating and discussing the multitude of geological processes involved in the formation and entrapment of oil and gas.

The topics covered include: General overview of the energy context for petroleum exploration, the petroleum system, source rocks, hydrocarbon generation, primary and secondary hydrocarbon migration, reservoir rocks, traps and seals. Reference will be made throughout to Carbon Capture and Storage, since the geological processes involved with petroleum accumulation have a bearing on those we need to understand in order to safely store CO2.

**Suggested Texts:**

**Introduction to Ore Forming Processes**

Profs L Robb and D Waters
This is a 4-week course aimed at providing an introduction to the processes by which metals are concentrated in the Earth’s crust, and the tectonic settings within which these processes take place. It comprises a combination of lectures and practicals, the latter designed to illustrate, by combined transmitted and reflected light microscopy, the nature of ore minerals and their host rocks.

Outline

Magmatic ore forming processes [crystal fractionation, partial melting, liquid immiscibility]
- 4 lectures; 1 practical

Magmatic-hydrothermal ore forming processes [nature of magmatic aqueous fluids]
- 1 lecture; 1 practical

Hydrothermal ore forming processes [solubility, metal complexation, precipitation mechanisms, hydrothermal alteration]
- 2 lectures; 1 practical

Sedimentary ore forming processes [hydrodynamics and placer processes]
- 1 lecture; 1 practical

Global tectonics and metallogeny [crustal evolution; supercontinent cycle, plate tectonics and ore formation]
- 4 lectures

Lecture Schedule

WEEKS 5-7 - INTRODUCTION TO ORE FORMING PROCESSES (LR)
WEEK 8 - GLOBAL TECTONICS AND METALLOGENY (DW)

WEEK 5 - ORE FORMING PROCESSES

Monday 6th Nov
10h00-11h00 - Introduction to ore-forming processes - definitions, classification, ‘inheritance’; some intriguing metallogenic concepts [MinLab]

11h00-12h00 - Magmatic processes (Part 1) - crystal fractionation, immiscibility and formation of magmatic oxide/sulphide ores (in layered mafic intrusions, komatiites etc) [MinLab]

Tuesday 7th Nov
14h00-15h00 - Magmatic processes (Part 1 cont.) [MinLab]

(Practical session)
15h00-16h00 - Introduction to reflected light microscopy: Introduction to the Oxford ore-mineral suite [MinLab]

Wednesday 8th Nov
10h00-11h00 - Magmatic processes (Part 2) [MinLab]
- crystal fractionation and partial melting with applications to granitophile ores

(Practical session)
11h00-12h00 - Petrography of the Oxford ore-mineral suite [MinLab]

WEEK 6 - ORE FORMING PROCESSES

Monday 13th Nov
10h00-11h00 - Magmatic-hydrothermal ore-forming processes (porphyry Cu-Mo and epithermal Au-Ag deposits) [MinLab]

Tuesday 14th Nov
(Practical session)
15h00-17h00 - Petrography of the Oxford ore-mineral suite [MinLab]

including - SPECIAL LECTURE ON PORPHYRY SYSTEMS BY JON BLUNDY

Wednesday 15th Oct
10h00-11h00 - Hydrothermal processes (Part 1) - basic principles, physical/chemical properties of aqueous solutions, fluid inclusions, ore-fluid compositions [MinLab]

(Practical session)
11h00-12h00 - Petrography of the Oxford ore-mineral suite [MinLab]

WEEK 7 - ORE FORMING PROCESSES

Monday 20th Nov
10h00-11h00 - Hydrothermal processes (2) - solubility of metals in aqueous solutions, hydrothermal alteration. [MinLab]

11h00-12h00 - Hydrothermal processes (2 cont.) - [MinLab]

Tuesday 21st Nov
15h00-16h00 - Hydrothermal processes (3) - precipitation mechanisms with examples (e.g. submarine hydrothermal processes and VMS-SedEx type base metal deposits; redox boundaries and sediment-hosted stratiform Cu (SSC) deposits, the Central African Copperbelt) [MinLab]

(Practical session)
16h00-17h00 - Petrography of the Oxford ore-mineral suite [MinLab]

Wednesday 22nd Nov
10h00-11h00 - Sedimentary processes - principles of hydrodynamics and introduction to placer mechanics (gold and diamond placer deposits) [Min Lab]

(Practical session)
11h00-12h00 - Petrography of the Oxford ore-mineral suite [MinLab]

WEEK 8 - GLOBAL TECTONICS AND METALLOGENY

Monday 27th Nov
10h00-11h00 - Global tectonics and metallogeny (1) - The early Earth: methods, materials and tectonic regime. [MinLab]

Tuesday 28th Nov
15h00-16h00 - Global tectonics and metallogeny (2) - The Archaean rock record and continental tectonics. [MinLab]

Wednesday 29th Nov
10h00-11h00 - Global tectonics and metallogeny (3) - Crustal growth and recycling; Proterozoic continents. [MinLab]

Friday 1st Dec
10h00-11h00 - Global tectonics and metallogeny (4) - Supercontinent cycles, the emergence of modern tectonics, and the setting for ore deposits. [MinLab]

The exam will be by essay.

General Texts


[all 3 editions contain classic papers on hydrothermal ore forming processes]

Online Reading List:
EARTH_MEarthSci_3rd year_Paper 2: Natural Resources
http://readinglists.bodleian.ox.ac.uk/lists/C454BA21-C93E-DE3A-29F8-3581C050BD68

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### Paper 3: Biological & Physical Oceanography

**Prof H Bouman & Prof H Johnson**

**Outline**

**Biological Oceanography**

*Prof H Bouman*

12 Lectures

This course aims to explore some of the basic principles of biological oceanography. The course will explore the relationship between the physicochemical properties of the marine environment and planktonic communities, including phytoplankton, bacteria, and zooplankton. The use of in situ and satellite observations to study the spatial and temporal patterns in the distribution and abundance of marine organisms will be explained through both lectures and practical demonstrations. The role of ocean biota in global biogeochemical cycles will also be discussed.

**Physical Oceanography**

*Prof H Johnson*

8 Lectures, 4 Problem Classes

The aim of this course is to develop simple dynamical models that explain the observed structure and underlying causes of the large-scale ocean circulation.

L1: Observing the ocean.
L2: The wind-driven circulation revisited.
L3-5: Western boundary currents and the homogeneous model for wind-driven gyres.
L6: Vertical structure of wind-driven gyres.
L7: Structure of the overturning circulation.
L8: Multiple equilibria and abrupt change of the overturning circulation.

The Physical Oceanography part of the course will rely heavily on the material taught in Planet Earth (Physics of the Atmosphere and Ocean) which you should review before we get started.

**Practicals and techniques learned/used:**
- Manipulation of equations and basic calculations.
- Computational analysis of data.
- Scientific reasoning.

**Suggested Texts**

**Physical Oceanography**

Students do not need to buy a textbook but will find helpful material in the following, which are all available in the Department and College libraries:

- *Ocean Dynamics and the Carbon Cycle*, Williams and Follows, Cambridge University Press
  An excellent book that covers the material in this module at an appropriate level.

- *Atmosphere, Ocean and Climate Dynamics*, Marshall and Plumb, Elsevier
Another really good resource for this module.

- **Introduction to Physical Oceanography**, Stewart, Academic Press
  A free textbook ([http://oceanworld.tamu.edu/home/course_book.htm](http://oceanworld.tamu.edu/home/course_book.htm)) that covers some of the material and can be downloaded as a PDF.

- **Ocean Circulation**, Open University Course Team, Pergamon Press
  Gives a very good introduction to some of the more basic dynamical concepts, with very few mathematical details.

- **Atmospheric and Oceanic Fluid Dynamics**, Vallis, Cambridge University Press
  Good textbook that covers all the material in this module including mathematical derivations, although aimed at a higher level.

**Online Reading List:**
EARTH_MEarthSci_3rd year_ Paper 3: Biological and Physical Oceanography
[http://readinglists.bodleian.ox.ac.uk/lists/FB02F290-CC2D-9DD9-48D4-11B079C4FBC5](http://readinglists.bodleian.ox.ac.uk/lists/FB02F290-CC2D-9DD9-48D4-11B079C4FBC5)

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**Paper 4: Climate Dynamics**
Prof S Khatiwala, & Prof L Stevens

This course will review some of the fundamental physical principles relevant to understanding the climate system and anthropogenic climate change. These principles will be used to construct simple conceptual models of phenomena such as:

- Radiative balance and scattering
- Climate sensitivity
- Glacier mass balance
- Subglacial water flow
- Ice sheet dynamics
- Sea-level rise
- El Niño Southern Oscillation
- Polar Amplification
- Hysteresis of the Thermohaline Circulation
- Instabilities

An important component of this course will be the weekly practical sessions in which students will translate these mathematical models into computer code and simulate them.

**Reading:**
- A Climate Modelling Primer, McGuffie and Henderson-Sellers
- IPCC Assessment Reports
- Physics of Climate, Peixoto and Oort
- The Physics of Glaciers, Cuffey and Paterson
- Glaciers and Ice Sheets in the Climate System, Fowler and Ng

**Online Reading List:**
EARTH_MEarthSci_3rd year Paper 4: Climate Dynamics
[http://readinglists.bodleian.ox.ac.uk/lists/8C456297-339D-BA40-1DC7-4C3F8DCC43A8](http://readinglists.bodleian.ox.ac.uk/lists/8C456297-339D-BA40-1DC7-4C3F8DCC43A8)

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**Paper 5: Vector Calculus & Continuum Mechanics**
Prof R Katz

Integrating along curves, surfaces and volumes; vector operators Div, Grad and Curl; integral theorems (Divergence theorem and Stokes theorem); Laplace and Poisson equations and solutions; Tensors and tensor fields; Lagrangian acceleration of continua; Cauchy stress balance in a continuum; Rheological models of fluids and solids; mass and momentum conservation equations; incompressible flow; elastodynamics; energy conservation and convection.
This course is recommended for those taking 3rd year Geophysics of the Deep Earth.

**Suggested Texts:**
The course will follow a detailed set of course notes that will be published on Canvas.

**Online Reading Lists:**
EARTH_MEarthSci_3rd year_Vector Calculus & Continuum Mechanics
[http://readinglists.bodleian.ox.ac.uk/lists/DC6FA054-52D4-1428-81E6-8E55513999A93](http://readinglists.bodleian.ox.ac.uk/lists/DC6FA054-52D4-1428-81E6-8E55513999A93)

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### Paper 6: Volcanology, Igneous Petrogenesis & Petrogenesis

**Prof T Mather & Prof D Pyle**

**General themes and outcomes**
This 24-hour course will provide an understanding of the ways in which volcanoes can erupt, the products of various types of eruption, the environmental and climatic impacts of eruptions and the formation and evolution of magmas. We use some case studies of eruptions, and some examples of magmatism in rifts and subduction zones to explore the guiding concepts.

**Course outline**
Each week, we will have either a 1-hour lecture accompanied by a 2-hour problems class, or two hours of lectures and a 1-hour problems class. Practicals are used to cement concepts introduced in the lectures.

**Topics covered include:**
- Volcanic volatiles - introduction: explores what they are, how they are measured, where they come from and the factors governing the composition of emitted gases.
- Volcanic volatiles - impacts: explores the range and timescale of different styles of volcanic emissions.
- Volcanic volatiles - eruption styles: explores the connections between magmatic volatile contents, material properties, magma dynamics and eruption styles and cyclicity.
- Volcanic eruptions: processes, deposits, sizes and impacts.
- Volcanic products: formation and evolution of magmas.
- Volcanic eruptions: case studies.
- Magmatism in volcanic arcs.

**Practicals and techniques learned/used**
Specific skills acquired/revised will include:
- Be able to calculate volcanic fluxes from simplified field data, including the petrological method, and comment on degassing processes in light of such data
- Use volcanic degassing budget, eruption style and environmental archive data to comment on the likely impact of volcanic activity
- Conceptual understanding of magma dynamic models of degassing and eruption style
- Interpretation of processes of emplacement from volcanic deposits
- Analysis and interpretation of geochemical data from volcanic rocks and minerals to understand processes of magma formation and evolution.

**Exam descriptor**
Multi-part questions with some calculation, some conceptual and some descriptive parts.

**Reading:**
Most of the recommended reading for the course will be from published papers from the literature, which you will find in the up-to-date reading list on ORLO. Other texts which either give some appropriate background to parts of the course, or are collections of relevant research papers, include:

**Textbooks:**
Paper 7. Quantitative Palaeobiology
Dr N Sandomingo, Dr R Close & Prof E Saupe

The aim of this 24-hour course is to examine the history of life on Earth and the processes that have governed its evolution. The course will provide a quantitative framework for understanding both small-scale evolutionary changes and broad-scale evolutionary processes, including speciation and extinction. Students will learn how to tell evolutionary time, to understand what the fossil record can tell us about life’s great transformations, and to interpret large-scale patterns of change over geological time. Practicals will provide an opportunity to hone analytical skills by estimating processes such as drift and selection, modelling the birth and death of lineages, and inferring phylogenetic trees.

Suggested Text:

Online Reading List:
EARTH_MEarthSci_3rd year_Paper 6: Volcanology, Igneous Petrogenesis and Petrogenesis
http://readinglists.bodleian.ox.ac.uk/lists/A96912EF-53D9-9062-D385-65986369C1

Paper 8. Plate Tectonics
Prof R Palin & Prof J Hawthorne

Course description
Introduction to the theory of plate tectonics as a first-order framework with which the evolution of the Earth’s lithosphere in space and time may be described and understood. Key topics include: the mechanisms of mountain building, crustal growth and destruction, volcanism and seismicity in intraplate and plate-margin setting; secular changes in plate tectonic processes and products over geological; the relationships between plate tectonics and ore deposits, and also the evolution of life; and regional case studies of modern-day tectonic environments and the processes that occur there. Laboratory exercises will involve qualitative and quantitative analysis of geophysical, geochemical, geochronological, and petrological data and techniques that constrain the large-scale dynamics of the Earth.

Course aims
- Familiarize you with how the Earth ‘works’ and how the processes and products of plate tectonics - which are many - have evolved over time
- Learn how to describe and interpret tectonic features (at various scales) in terms of the fundamental geological processes that formed them
- Examine Earth’s place within the solar system, and consider why other planets may not ‘operate’ in the same way, but are still geologically active

You will use tools and techniques developed to qualitatively describe and quantitatively constrain the physico-chemical conditions that characterize (or at one time characterized) the Earth, today and in the geological past. Lectures will focus on processes and more theoretical aspects of plate tectonics and large-scale planetary evolution, with this knowledge being applied in the labs. It is assumed at the start of the course that you possess a basic understanding of petrology and tectonics.

Recommended reading and other required materials:
The following textbooks are very good ‘all-rounders’:


The two textbooks listed below are more geophysical, but excellent resources in their own right.


Note that some lecture topics are not covered by either of these texts, and I can recommend additional sources for background reading in these cases. For the laboratory component of this class, please bring along stationery (e.g. protractor, ruler) and a calculator. A laptop would be beneficial, but is not necessary.

Online Reading List:
EARTH_MEarthSci_3rd year_Plate Tectonics
http://readinglists.bodleian.ox.ac.uk/lists/0F3B8003-6955-511D-DD8E-AF9A6B13414B

Paper 9. Geophysics of the deep Earth
Prof H Marquardt, Prof P. Koelemeijer and Prof R Katz

1. Mineral physics: materials, properties and structure (Marquardt)
   (a) Physical properties, elasticity, plasticity, transport properties (2 lectures)
   (b) Mineralogy of the Earth, and how do we know it (2 lecture)
   (c) Mantle phase transitions and impact on physical properties (1 lecture)
   (d) Techniques to measure/compute relevant properties (2 lecture) + optional lab tutorial

2. Geodynamics: convection, tectonics and heat flow (Katz)
   (a) Rayleigh-Benard convection (2 lectures)
   (b) Mantle convection and plate tectonics (2 lectures)
   (c) Secular cooling of the whole Earth (1 lecture and 1 computer lab)
   (d) Cooling and subsidence of the ocean floor (1 lecture).

3. Seismology: seismic waves and internal structure (Koelemeijer)
   (a) Introduction into seismology, seismic sources. (1 lectures)
   (b) Seismic data (Body waves, surface waves, normal modes) (2 lectures)
   (c) The 1D Earth (1 lecture)
   (d) Inverse theory and seismic tomography (1 lecture)
   (e) 3D Earth structure (1 lecture) + 1 Practical

4. Interdisciplinary and advanced topics (all)
   (a) Upper mantle (Rich)
   (b) Mid mantle (Hauke)
   (c) Core-mantle boundary (Paula)

Supplementary reading:
Mantle Convection for Geologists, by Geoff Davies (basic)
Geodynamics, by Turcotte & Schubert (advanced)
Introduction to Seismology (Chapters 4, 5 and 8), by Shearer (basic)
Introduction to Seismology, Earthquakes and Earth Structure, by Stein & Wysession (advanced)

Online Reading List:
EARTH_MEarthSci_3rd year_Geophysics of the Deep Earth
http://readinglists.bodleian.ox.ac.uk/lists/680523AB-272C-310F-467E-B8D96029D639

Paper 10. Chemistry of Earth’s interior
Prof C Ballentine, Prof D Porcelli, Prof J Wade

The course will cover the chemical structure, dynamics, and evolution of the Earth’s interior. This will include the chemical composition and heterogeneity of the major reservoirs, the formation of the core and lithosphere, heat production, the distribution of volatiles, cycling of water, the redox state of the
mantle, and model approaches for understanding recycling and mantle evolution. There will be a balance of lectures and practicals.

Online Reading List:
EARTH_MEarthSci_3rd year Chemistry of the Earth's Interior
http://readinglists.bodleian.ox.ac.uk/lists/7A1EDB7F-4F14-CF47-44E0-B14B1BD125EC

Paper 11. Analytical Methods
Prof J Bryson, Prof J Cosmidis, Prof H Marquardt, Prof J Wade

The analytical methods course will introduce the theory behind a range of common analytical tools used Earth Sciences and complement this with hands on experience in the labs within the Department. The course is designed to introduce a fundamental understanding and provide hands-on experience ahead of fourth year projects that use these techniques. The course will be taught in two-week portions:

1. Jon Wade: Compositional Measurements
2. James Bryson: Microscopy and Magnetism
3. Hauke Marquardt: Diffraction and Brillouin methods
4. Julie Cosmidis: Spectroscopy

Each section will include 3 one-hour lectures on the methods, followed by one three-hour slot in the lab demonstrating the concepts learnt in the lectures. We will discuss both how to collect and analyse data from these methods.

Online Reading List:
EARTH_MEarthSci_3rd year_Analytical Methods
http://readinglists.bodleian.ox.ac.uk/lists/325E1586-F2AB-D0AB-EC90-3B37C8014EAC

Online Reading List:
EARTH_MEarthSci_3rd year_Stuart Robinson_Tutorials
http://readinglists.bodleian.ox.ac.uk/lists/B52D1A35-4E79-25E9-7CAB-C7AAE5923AA1

FIELD COURSES

Health Issues
If students have any health issues that may affect their participation in a field course, they will be asked to provide a letter from their GP confirming that they are fit to participate in the various aspects of the course (a list of specific points for your GP to respond to will be provided). It is the responsibility of the student to ensure that the field course leader and academic administration staff are aware of their health issues. The student should ensure they discuss with them how their health issues might affect participation in the field course and any special requirements that need to be addressed, in good time before the field course.

Alternative Travel Arrangements
We encourage students to travel with the main group as much as is practicable.

Students who do not intend to travel as part of the main group for field courses must inform the Academic Office as soon as possible. Students must make their own arrangements to and from an agreed location (such as the airport or accommodation) and they must work around the timings of the group. For example, if the course includes a flight the student must arrive at the airport before or at the same time as the group so as to not cause a delay, and on the return they must depart at the same time or later than the group.
For courses with flights, students can be reimbursed for their alternative travel arrangements up to the cost of the flights per person on the group booking, minus any cost that the Department may have already paid and cannot reclaim. An eExpenses Claim Form must be completed, and submitted with original itemised receipts (https://finance.admin.ox.ac.uk/claiming-expenses-departmental-guidance). Details will be provided on request.

For courses without flights, alternative travel arrangements would be at the student’s own expense as the Department would still have the cost of the coach.

**Easter Vacation Field Course, Urra Field Centre, Almeria, Spain. 11 - 17 March 2024**

The third-year field trip to Spain is a synoptic field trip, that will bring together many aspects of the course. It is based in a field-centre in Urra, in the centre of the Sorbas basin, Almeria, southern Spain. The spectacular setting provides a wide-ranging introduction to the geology and tectonics of Almeria. The geological history mainly relates to the past 20-30 Ma, during which a mountain range formed, and then collapsed; a volcanic arc was active, and then burnt out; and a series of basins adjoining the Mediterranean sea formed, filled with clastic sediments and carbonates, and then dried out, leaving a gypsum crust across the landscape. The location also offers multiple challenges for earth and environmental scientists to address: from the legacies of mining, to the impacts of water extraction, climate change, and natural hazards.

**4th Year Field courses**

Students will be consulted on the fourth year field course in Trinity Term, and will be asked to choose whether they wished to attend the Greece or Bermuda field course. Further information on both courses can be found in the 4th year section of this handbook.

### Fourth Year Research Projects

In the fourth year, students carry out a research project under the supervision of a member of the academic staff. The purpose of the project is to introduce students to scientific research first hand. In most cases, students work as part of a team on a topic that may involve laboratory work, computation, or fieldwork. The projects suggested include those of a geological, geochemical and geophysical nature, and may also be of a theoretical or an observational character.

**Allocation process**

Third-year students should start to give some thought to project areas and potential supervisors by the beginning of Hilary Term of third year. Early in Hilary Term a member of the Faculty will give a brief introduction to the process of choosing a project, and the nature of project work (etc.), in a one hour timetabled presentation. All of this information will also be made available on Canvas, including a listing of Faculty and the projects being offered. Reports of past projects can also be found in the library, and former students are also valuable sources of information about project areas and potential project supervisors. We aim to provide an updated list of possible projects suggested by staff for circulation by Week 4 of Hilary Term.

The choice and definition of a research project is first and foremost the responsibility of the student. Students should examine the list of advertised projects carefully and are encouraged to discuss projects of interest with the relevant supervisors. These projects will all have been financially and logistically pre-approved by the Academic Administrator, Head of Teaching and Undergraduate Course Advisor. Students can also suggest projects of their own based on their aptitudes and interests. Your suggested potential projects should be discussed with appropriate members of staff and/or your tutor at an early stage in Hilary Term. Please approach the potential supervisor with a short proposal of around 200 words initially.

Students should complete a Canvas questionnaire (which will be made available early in Hilary Term) on their project choices by the end of Week 7 of Hilary Term. All choices should have been discussed with, and, if self-designed, nominally approved by, the potential supervisor(s). Students should will be asked to submit 4 choices, ranked in order of preference. In order to ensure everyone receives a project they are happy with, it is essential that four choices are provided. Students designing their own project with a supervisor should still submit 4 choices as a ‘self-designed’ project will still need to be approved by the
Academic Administrator, Head of Teaching and Undergraduate Course Advisor. They may also consult Teaching Committee. Any students experiencing difficulty identifying project areas should discuss this with their college tutor at an early stage.

Approved projects will be allocated according to the students’ preferences as far as possible, but subject to the proviso that no individual supervisor will usually have a load of more than two full projects (or equivalent). We will endeavour to inform students of their project allocation by the beginning of Trinity Term. For most projects this will leave plenty of time for planning and seeking financial support (e.g. for projects involving fieldwork). The project allocation process aims to achieve a complex balance between student’s choices, supervisor workload and the projects that are available - once project allocation is complete there is limited scope to change, so please consider your choices carefully!

**Timetable for project work and the long vacation**

The 4th year research project should be a project that is self-contained, and started and completed by the student during their final academic year. There should be no expectation that the student will undertake training, data collection or analysis during the vacation (i.e. before Week 0 of the Michaelmas Term of their 4th year). Occasionally, there may be excellent projects which could only be completed if the student was to start working over the summer vacation e.g. for sample collection. Where this is necessary this should be made very clear in the project proposal and supervisor and student should outline how the student will be supported, financially and practically.

The time available to students between the end of their third year exams (in early June) and the late September field class/start of term in October offers an opportunity for students to undertake paid internships, paid summer research placements or other employment at a very important stage in terms of their course progression, and their exploration of future post-graduate opportunities. For many reasons, it would be beneficial to students to take up such paid opportunities outside the department, and in areas which are not related to their final-year project. Our primary focus is on supporting students' opportunities to gain wider experience during their final vacation as undergraduates. In some cases, summer placement work may have direct relevance to 4th year projects. Students who wish to use work completed on summer placements towards a project may be able to do so, subject to approval by the Head of Teaching, Undergraduate Course Advisor and Chair of Examiners. In examples where summer placements are not firmed up until later in Hilary or Trinity terms, the students should nonetheless submit an application to the Head of Teaching with as much detail as possible.

### Project fieldwork

If you will be undertaking fieldwork in relation to your project, you or your supervisor must submit a risk assessment form to the Department Fieldwork Safety Supervisor at least three weeks before departure. Once the form has been approved and signed you should submit it to the Academic Administration Office, and upload it with your travel insurance application: [http://www.admin.ox.ac.uk/finance/insurance/travel/](http://www.admin.ox.ac.uk/finance/insurance/travel/). Please discuss this with your supervisor and organise this with them well in advance of travel.
FOURTH YEAR COURSE

Deadlines

Please note:

1. Some of these dates are based on previous years, and may be subject to change. Every effort will be made to notify students of any changes as soon as possible. In the meantime PLEASE PUT THESE DATES IN YOUR DIARY NOW. You may not receive further reminders about some items.

2. These deadlines relate to departmental business, and you may have other important dates relating to college business.

3. Examination and some field course dates are in italics, as they will be confirmed nearer the time.

4. Deadlines in bold are included in the examination regulations or conventions and you may be penalised by the examiners if you do not meet them.

<table>
<thead>
<tr>
<th>TERM</th>
<th>WEEK</th>
<th>DAY</th>
<th>TIME</th>
<th>ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michaelmas</td>
<td>N/A</td>
<td>23 Sep-1Oct</td>
<td></td>
<td>Bermuda field course</td>
</tr>
<tr>
<td>Term</td>
<td>N/A</td>
<td>18-28 Sep</td>
<td>3am</td>
<td>Greece field course</td>
</tr>
<tr>
<td>Hilary Term</td>
<td>Week 1</td>
<td>Friday</td>
<td>12.00pm</td>
<td>Submit up to 8-page project progress report to supervisor</td>
</tr>
<tr>
<td></td>
<td>Week 7</td>
<td>N/A</td>
<td>N/A</td>
<td>Begin to organise 4th year mini conference</td>
</tr>
<tr>
<td>Trinity Term</td>
<td>Week 0</td>
<td>Friday</td>
<td>N/A</td>
<td>Submit first draft of 4th year project to supervisor</td>
</tr>
<tr>
<td></td>
<td>Week 1</td>
<td>TBA</td>
<td>TBA</td>
<td>4th year mini conference</td>
</tr>
<tr>
<td></td>
<td>Week 1</td>
<td>Friday</td>
<td>N/A</td>
<td>Supervisor to return draft project to student</td>
</tr>
<tr>
<td></td>
<td>Week 2</td>
<td>Thursday</td>
<td>2.00pm</td>
<td>Hand in 4th year project</td>
</tr>
<tr>
<td></td>
<td>Week 3</td>
<td>Date TBA</td>
<td>Time TBA</td>
<td>Project viva with project markers</td>
</tr>
<tr>
<td></td>
<td>Week 7</td>
<td>Dates TBA</td>
<td>Times TBA</td>
<td>Part B examinations</td>
</tr>
<tr>
<td></td>
<td>Week 9</td>
<td>TBC</td>
<td>TBA</td>
<td>Vivas with External Examiner</td>
</tr>
<tr>
<td></td>
<td>Week 9</td>
<td>Friday</td>
<td>4pm</td>
<td>Finals Party</td>
</tr>
</tbody>
</table>

Fourth Year Research Projects

In the fourth year, students carry out a research project under the supervision of a member of the academic staff. The purpose of the project is to introduce students to scientific research first hand. In most cases, students work as part of a team on a topic that may involve laboratory work, computation, or fieldwork. You should already have been allocated a project and supervisor before the end of your third year.

Responsibility for the project lies with the student and you should be proactive in seeking support and guidance as you complete your project. If you experience any problems with your project at any point, please ensure you discuss this with somebody as soon as possible. If you feel unable to approach your supervisor, please contact your tutor, the Undergraduate Advisor, Head of teaching, or one of the academic administration team.
In early Hilary Term, the Undergraduate Advisor and Head of Teaching will advertise office hours for students to discuss any project concerns confidentially.

Information about submitting your project is available in the appendices.

**Supervision and training**

Students should expect to have regular contact with their supervisor(s) over the course of the project, with more intensive support being usual in the initial and final stages of the project. Usually this will be a minimum of an hour per week during Michaelmas and Hilary Terms, or eight hours per term for both terms. Students should discuss the pattern of project supervision with their supervisor(s) at an early stage of the project. The support given by supervisors in meetings, or by email, may include formal discussion of research, feedback on the student's writing, analysis of results and direction to the relevant literature, as well as discussions of anything else needed for the investigations to progress smoothly. Further support will be given in the techniques required for the student to carry out their research including, for example, training in software, use of equipment, and so on. Students should note that (i) it is in the nature of research that not all projects will require the same type or level of support and (ii) for some projects the supervisor will personally deliver specialist training, whilst for others training and advice may be provided by technical staff or researchers associated with the research area. Students should also note that access to and use of departmental facilities (e.g. the SEM, etc.) will often require advance booking and discussion with the appropriate technical or research staff. Students are encouraged to discuss their likely requirements with their supervisors and plan their work accordingly.

Formal supervision of the project ends at the end of Week 0 of Trinity Term, with the submission of the draft project to the lead supervisor. After this point, the only feedback on the project will be the one-page review by the supervisor; it is the responsibility of the student to complete the final revisions to the project.

**Progress Report**

Students should submit an 8-page progress report to their supervisor by Friday of Week 1 in Hilary Term. This is an informal process, and is not examinable. The aim is to provide an additional opportunity for feedback whilst the project is still in progress. There are no formal requirements for the format of the report, but it might typically include a short introduction to the project, some preliminary data or analysis of the work in progress, and a plan for the work remaining to be done. Feedback will be provided by the supervisory in a timely manner (confirmed within 1 week of submission by the student) and should be received before the end of 4th week at the latest.

**Project fieldwork**

If you will be undertaking fieldwork in relation to your project, you or your supervisor must submit a Risk Assessment form to the Department Fieldwork Safety Supervisor at least three weeks before departure. Once the form has been approved and signed you should submit it to the Academic Administration Office and upload it with your travel insurance application (http://www.admin.ox.ac.uk/finance/insurance/travel/). Please discuss this with your supervisor and organise this with them well in advance of travel.

**Examination Entry**

When you are requested to enter for examinations, there will be two possible options for the fourth year project: A10826S1 Advanced Practical Project or A10825S1 Extended Essay. In most cases the former is the correct choice, but if in doubt please check with Emma Brown.

**Tutorials**

There are no formal tutorials in year four, where instead you will receive close project supervision from one or more project supervisors.
Examinations

Please see Appendix 1: Examining Conventions.
### COURSE STRUCTURE

4th year, 2022-23

Each student takes 4 optional papers, plus 4th year project.

<table>
<thead>
<tr>
<th>Michaelmas Term</th>
<th>Hilary Term</th>
<th>Trinity Term</th>
</tr>
</thead>
</table>
| **Paper 6 (A1****W1)**  
Environmental Geophysics  
Kendall, Hawthorne, R. Walker  
16 | **Paper 2 (A1****W1)**  
Planetary Science  
Ballentine, Wade, Bryson, Nichols  
16 | Revision |
| **Paper 7 (A10817W1)**  
Topics in Volcanology  
Pyle, Mather, Blundy  
16 | **Paper 5 (A10822W1)**  
Rock & Palaeomagnetism  
Bryson (8), Nichols (8)  
16 | |
| **Paper 8 (A1****W1)**  
Topics in Climate Science  
Bouman, Johnson, Khatiwala, Stevens  
16 | **Paper 1 (A10818W1)**  
Palaeobiology  
Parry, Santadomingo  
16 | |
| **Paper 4 (A18338W1)**  
Coevolution of Earth and Life  
Anderson (4), Rickaby (4), Robinson (4), Cosmidis (4)  
16 | **Paper 3 (A14758W1)**  
Structure & Dynamics of the Earth’s Mantle  
Katz, Marquardt, Koellemijer  
16 | |

Fieldtrips:
Greece/Bermuda

Note: 4th year courses are mostly seminar-style
Fourth Year Course Synopses and Reading Lists

Books used in each lecture course may be ranked as: Essential (***); Useful (**); Supplementary (*). Numbers in **bold type** indicate the shelf-mark of each book. There should be a reference copy of each title in the "Confined Cupboard". Loan copies will also usually be available and will have the same shelf location. (Check the online catalogue - OLIS - for copies in other libraries). Remember that it is easy to recall books that are out on loan by emailing the librarian. Further reading (e.g. research papers) will be provided in lectures.

Details of all courses, including reading lists and lecturers, may be subject to change by individual instructors.

Prerequisites for 4th year options

4th year options have the following prerequisites:

Paper 1: Palaeobiology - it is recommended students take the 3rd year Quantitative Palaeobiology option, but students who wish to take the 4th year option will be considered on a case by case basis.


Paper 3: Structure & Dynamics of the Earth’s Mantle - it is recommended that students take Geodynamics in the 3rd year, but reading can be suggested if they have not.

Paper 4: Co-evolution of Earth and Life - it is recommended that students take 3rd year Climate.


Paper 6: Environmental Geophysics - it is useful but not essential for students to take the 3rd year Natural Resources and Geodynamics options.

Paper 7: Topics in Volcanology - it is recommended that students have taken the 3rd year Volcanology option, but reading can be suggested if they have not. Attendance on the Santorini field trip is a good preparation for the course, if you didn't take 3rd year volcanology.

Paper 8: Topics in Climate Science - it is recommended that students take the 3rd year Biological & Physical Oceanography option, but reading can be suggested if they have not.

Paper 1: Palaeobiology

Prof L Parry & Dr N Sandomingo

Topics will address major current debates and controversies in the fields of Palaeobiology and Evolution. For example: How reliable is the fossil record? Major evolutionary radiations. Biodiversity through time. Animal origins and the Cambrian Explosion. Dinosaur palaeobiology, evolution and the origin of birds. Hominid origins and evolution. Neanderthals and the origin of anatomically modern humans. The order and selection of these topics may vary depending on student interest.

Suggested Texts:

Online Reading List:
EARTH_MEarthSci_4th year_Palaeobiology
Paper 2: Planetary Science
Prof C Ballentine, Prof J Bryson, Prof C Nichols & Prof J Wade

The course will examine the processes involved in solar system formation and establish the large-scale chemistry of the Earth. Topics will include solar nebula condensation, growth of planets, timing of Earth formation and segregation of the core, evolution of Mars, redox state of the Earth, the distribution of water within the Earth and the formation of a habitable planet. The classes adopt the style of a research seminar with students presenting a synthesis of research papers each week for discussion.

Online Reading List:
EARTH_MEarthSci_4th year_Paper 2: Planetary Science
http://readinglists.bodleian.ox.ac.uk/lists/14106AB9-CB03-6878-61E1-90F806111058

Paper 3: Structure & Dynamics of the Earth’s Mantle
Prof R Katz, Prof P Koelemeijer & Prof H Marquardt

The course is primarily designed to address the question, “How does plate tectonics arise from the dynamics and material properties of the upper mantle?”. Topics to be covered include: forces giving rise to plate motions; the basic material requirements of plate tectonics; the transition between brittle fracture and ductile flow; the asthenosphere; mid-ocean ridge processes; subduction-zone processes; and the fate of subducted slabs. This multidisciplinary course is organized around student presentations and discussions of chosen papers, as well as brief introductory or background material presented by the lecturers.

Online Reading List:
EARTH_MEarthSci_4th year_Paper 3: Structure and Dynamics of the Earth’s Mantle
http://readinglists.bodleian.ox.ac.uk/lists/2CFF57FF-3389-1EF5-E097-BA6CF5273564

Paper 4: Coevolution of Earth and Life
Prof R Rickaby, Prof S Robinson, Prof J Cosmidis & Dr R Anderson

This option considers the nature and causes of major perturbations and transitions in the Earth’s environmental systems and their relationships with life. The course is run principally as a seminar series in which all students will have an opportunity to discuss key papers on particular topics, often a single major event. Typical topics covered include oxygenation, glaciations, calcite-aragonite seas, mass extinctions, anoxia, hyperthermal events, and the Anthropocene.

Exam descriptor
Usually multi-part questions based on data interpretation and/or answering a high-level question using the literature assimilated by the student over the course.

Suggested Texts:
Huber et al. (eds). (2000) Warm Climates in Earth History - 4C.29 **
Ellis, E. (2018), Anthropocene : a very short introduction - (e-book through Solo)

Online Reading List:
EARTH_MEarthSci_4th year_Coevolution of Earth and Life
http://readinglists.bodleian.ox.ac.uk/lists/C9122996-39DA-6812-72A0-0E5A01C9E9A2
Paper 5: Rock and Palaeo-magnetism

Prof J Bryson & Prof C Nichols

The magnetic record in rocks and minerals carries information that can be used to study problems in a very diverse range of geological, environmental and archaeological fields. This course will cover the fundamental physics that underpins the technique, and will use case studies to illustrate the application of the technique. These may include:- the dynamics of Earth’s magnetic field; the fundamentals of rock and mineral magnetism; studies of climate change through magnetic properties of sediments and soils; the emplacement temperatures and transport dynamics of pyroclastic flows; aspects of continental deformation and terrane migration; and plate motions, the fixity of hotspots and geodynamic reference frames.

Suggested Texts:
Butler, R.F. (1992) Paleomagnetism (particularly chapters 2, 3 & 8 (pp. 187-203) available online at course website) - 2A.122 ***

Online Reading List:
EARTH_MEarthSci_4th Year_Rock and Palaeomagnetism
http://readinglists.bodleian.ox.ac.uk/lists/D7C72287-B4E7-5E8A-E109-B4E74AE6E673

Paper 6: Environmental Geophysics

Prof M Kendall, Prof J Hawthorne, Prof R Walker

The aim of this course is to provide an introduction to the geophysical methods that are used in geotechnical engineering. An objective is to provide students with exposure to real-world industry applications. The format of the course will include an overview of basic principles, coupled with presentations from industry experts, including a lecture on entrepreneurialism and business ethics. Topics covered include: landslides and slope stability; windfarms siting; carbon capture and geologic storage; and seismic risk and hazard assessment. Each topic will be covered with two hours of lectures and a one hour small-group student presentation.

Lectures/seminars will be nominally Tuesdays, 10:00-12:00, and Fridays, 10:00-12:00, and run weeks 1-5 of Michaelmas term. Please note that the lectures on Friday, 3rd November will be held at 14:00-16:00 (this is to accommodate people dialling in from Houston).

Week 1 (4 hours)
10th October, Tuesday, 10:00-12:00 - Landslides and slope stability, James Whiteley (Atkins)
13th October, Friday, 10:00-12:00 - Introduction to the course and basics of engineering geology, Mike Kendall (Oxford - ES)

Week 2 (4 hours)
17th October, Tuesday, 10:00-12:00 - Windfarms site assessment, Harvey Burd (Oxford - Engineering) and Gayle Hough (bp)
20th October, Friday, 10:00-11:00 - Student presentations on landslides and slope stability

Week 3 (2 hours)
24th October, Tuesday, 10:00-11:00 - Entrepreneurialism and business ethics, Martyn Millwood-Hargrave (Oxford - ES; ex IKON science)
27th October, Friday, 10:00-11:00 - Student presentations on windfarms

Week 4 (2 hours)
31th October, Tuesday, 10:00-12:00 - Carbon capture and storage, Mike Kendall (Oxford - ES)
3rd November, Friday, 10:00-11:00 - Geologic storage of CO₂, Simon Shoulders (bp)

Week 5 (4 hours)
7th November, Tuesday, 10:00-12:00 - Seismic hazard and risk assessment, Jess Hawthorne and Richard Walker (Oxford - ES)
10th November, Friday, 10:00-12:00 - Seismic hazard and risk assessment, Anna Rood (GEM) and Richard Walker (Oxford - ES)

Week 6 (TBC)
Student presentations on CCS and on Seismic Hazard and Risk

Online Reading List:
EARTH_MEarthSci_4th year_Environmental Geophysics
http://readinglists.bodleian.ox.ac.uk/lists/60595B19-D149-0AAB-08D3-395BA9CA97BB

Paper 7: Topics in Volcanology

Prof T Mather, Prof D Pyle, Prof J Blundy.

General themes and outcomes
This course will focus on a range of current problems in volcanology, through a series of eight 2-hour seminars. The first 2-hour session will provide an introduction to the course, and will cover some introductory material. For each of the following weeks we shall pose a question, which will set the theme for the papers under discussion. Everyone attending the course will be expected to read 4-6 papers each week. The first paper or papers will be either recent review or overview papers, or some that present the “current” consensus view. The other three papers will present more specific view points on the subject and will be the focus of the student-led seminars and discussion. Topics that we shall cover will include the atmospheric and environmental impacts of volcanic emissions and hazard, risk and predictability of eruptions, magmatic plumbing systems and volcanoes as resources. The last session of the term is usually a team ‘pitch’ session where students frame a future research programme, or address a challenge, using what they have learnt during the course.

Lecture-by-lecture outline
These vary from year to year as we aim to keep the course refreshed with current topics.

Practicals and techniques learned/used
Specific skills acquired/revised will include:

1. High-level familiarity with the cutting edge of volcanological research
2. Critical reading of the current scientific literature
3. Developing question asking skills
4. Presentation skills

Exam descriptor
Usually multi-part questions based on data interpretation and/or answering a high-level question using the literature assimilated by the student over the course.

Online Reading List:
EARTH_MEarthSci_4th year_Topics in Volcanology
http://readinglists.bodleian.ox.ac.uk/lists/D2FA67D5-1644-AF1D-973E-D762770B51F9

Paper 8: Topics in Climate Science

Prof H Bouman, Prof H Johnson, Prof S Khatiwala & Prof L Stevens

In a series of eight, two-hour, student-led seminars, this course will cover hot research areas in oceanography and climate: subjects where rapid advances are being made, or important problems are being identified. The topics selected will span diverse aspects of oceanography and glaciology including biology, chemistry, physics, as well as the intersections between these areas. Each topic will be introduced briefly by a faculty member, and then covered by a number of student presentations based on set reading and practical exercises. Examples of subjects covered in recent years include:

· Ocean de-oxygenation
Role of trace metals in the carbon cycle
Arctic change
Sea-level
AMOC and its role in the climate system
Ice-ocean interactions

There is no set text book; reading will be from the recent primary literature.

Practicals and techniques learned/used
- Critical reading of scientific literature.
- Conceptual understanding of ocean physical and biogeochemical processes and how we observe and model them.
- Presentation and discussion skills.

Exam descriptor
Usually multi-part questions based on data interpretation and/or essay style answer based on project work and supplementary reading.

Online Reading List:
EARTH_MEarthSci_4th year_Topics in Climate Science
http://readinglists.bodleian.ox.ac.uk/lists/55411B7E-937D-7792-C30E-8B660BE5A36E

FIELD COURSES

Health Issues
If students have any health issues that may affect their participation in a field course, they will be asked to provide a letter from their GP confirming that they are fit to participate in the various aspects of the course (a list of specific points for your GP to respond to will be provided). It is the responsibility of the student to ensure that the field course leader and academic administration staff are aware of their health issues. The student should ensure they discuss with them how their health issues might affect participation in the field course and any special requirements that need to be addressed, in good time before the field course.

Alternative Travel Arrangements
We encourage students to travel with the main group as much as is practicable.

Students who do not intend to travel as part of the main group for field courses must inform the Academic Office as soon as possible. Students must make their own arrangements to and from an agreed location (such as the airport or accommodation) and they must work around the timings of the group. For example, if the course includes a flight the student must arrive at the airport before or at the same time as the group so as to not cause a delay, and on the return they must depart at the same time or later than the group.

For courses with flights, students can be reimbursed for their alternative travel arrangements up to the cost of the flights per person on the group booking, minus any cost that the Department may have already paid and cannot reclaim. An eExpenses Claim form must be completed and submitted with original itemised receipts (https://finance.admin.ox.ac.uk/claiming-expenses-departmental-guidance). Details will be provided on request.

For courses without flights, alternative travel arrangements would be at the student’s own expense as the Department would still have the cost of the coach.

Bermuda
This course focuses on oceanography (physical, chemical, and biological); and on carbonate environments (marine, terrestrial, and karstic).

The course is hosted at the Bermuda Institute for Ocean Sciences and runs for eight days including travel. Activities include:
i. an overnight excursion on an ocean going research vessel to experience field-based oceanography in the open Atlantic. This introduces use of CTD and sampling equipment to assess subsurface conditions and investigates the circulation and chemistry of surface and deep-water masses including NADW. The ecosystem of the North Atlantic Gyre is also investigated and samples returned to the labs in BIOS to study species and function.

ii. Excursions on a smaller vessel to areas of the Bermuda coast where the reef environment can be observed from the boat and whilst in the water. These excursions assess both the biological ecosystem, and the production of sediment in a carbonate platform environment. Another excursion assesses the lower oxygen environments of a lagoonal setting.

iii. Evening exercises involve training in the very widely used Ocean Data View software, and investigation of the impressive time series of ocean data from offshore Bermuda to provide context to the observations made in the field.

iv. The carbonate sedimentology of the island is studied during a day excursion around the island, investigating the sequence of dunes and soils that accumulate in response to climate and sea-level change during the Pleistocene.

v. Observations in one of the many caves on Bermuda consider the formation of such karstic features, the development of speleothems, and their use as sealevel and paleoclimate archives.

This course will use and build upon material in the climate, oceanography, sedimentology, and palaeobiology aspects of the undergraduate course.

**Online Reading List:**
EARTH_MEarthSci_4th year_Field Trip: Bermuda
http://readinglists.bodleian.ox.ac.uk/lists/CBE54463-E3DB-5EF2-F07A-8D7C786F6545

**Greece**

This course is a pre-sessional and optional course for a limited number of students.

The Greek field course is mainly concerned with active geological processes, providing several aspects of training not otherwise available in the field programme. One aim is to demonstrate the importance of an integrated geological study that makes use of geophysical and geochemical data, and evidence from sediments and fossils, to build up a picture of active deformation of the continental crust. The course focuses on two related investigations:

1. An active volcano, Santorini, in the Aegean Sea.
2. Active faulting and its effect on sedimentation in the Gulf of Evvia and Gulf of Corinth regions.
The island of Nea Kameni - the site of active volcanism in the centre of the present Santorini caldera. This island is visited by boat during the field course in order to see very recently erupted volcanics, and ongoing hydrothermal activity.

Days 1 to 3 are spent on Santorini, examining the great variety of eruptive rock types and the details of the volcanic sequences related to major eruptions. Evening exercises include using field data to calculate the duration and volume flux of the Minoan eruption. We also see the destructive power of the eruption at the Minoan excavations in Akrotiri.

The Minoan deposits at Oia. The Minoan eruption deposited up to 10 metres of volcanic deposits, initially as fallout, but then as hot pyroclastic flows, about 3600 years ago. This eruption entirely wiped out civilization on the island, and may have played a significant role in the collapse of the Minoan civilization centred on Crete.
Days 4 to 10 are spent on the mainland of Central Greece. We begin in the Locris area, at the north end of the Gulf of Evvia. We learn about the pattern of faulting related to extension of the crust, its control on sedimentation, and the sequence of faulting through time, by observing features of the landscape around Kamena Vourla, Kallidromon, and Parnassos. We then move South to the Gulf of Corinth, stopping on the way to visit the active faulting near Thebes, including the 1981 Plataea-Kaparelli fault scarps. The Gulf of Corinth preserves a variety of sediments deposited during its evolution, and in particular reveals the interplay between movements of the crust and sea-level change.

Suggested Texts:
- Cas & Wright (1988) Volcanic Successions - Modern and Ancient. - 26E.92 ***
- Sparks et al. (1997) Volcanic Plumes - 26E.91 (Confined Cupboard only) (Out of print) **

Online Reading List:
EARTH_MEarthSci_4th year_Field Trip: Greece
[http://readinglists.bodleian.ox.ac.uk/lists/22785573-EE57-7117-21ED-A09CA8D8263B](http://readinglists.bodleian.ox.ac.uk/lists/22785573-EE57-7117-21ED-A09CA8D8263B)

At the fault face. This large fault surface in limestone, at Arkitsa, close to the south coast of the northern Gulf of Evvia, was revealed when scree covering it was excavated for use in road construction. The fault surface shows prominent striations and corrugations, the orientation of which show an oblique sense of movement associated with the rotation of crustal blocks necessary to accommodate the overall deformation in the region. There is a discoloured band between the excavated fault surface and the vegetation above, which may represent the slip that occurred in the most recent earthquake.
Appendix 1 – EXAMINING CONVENTIONS

Introduction
Examination conventions are the formal record of the specific assessment standards for the course or courses to which they apply. They set out how examined work will be marked and how the resulting marks will be used to arrive at a final result and classification of an award.

These conventions apply to the 3-year BA in Geology and 4-year MEarthSci in Earth Sciences for the academic year 2023-24. The Departmental Committee of the Department of Earth Sciences is responsible for approving the conventions.

The degree course is divided officially into two sections with a hurdle at the end of the first year. This test, the Preliminary Examination in Earth Sciences (otherwise known as the First Public Examination - or Prelims) must be passed in order to proceed to the Final Honour School (usually shortened to 'Finals') that is examined in years 2, 3 and 4.

PLEASE ALSO REFER TO THE EXAMINATION REGULATIONS FOR THE CURRENT ACADEMIC YEAR.

You can find them online at:

https://examregs.admin.ox.ac.uk/

Examination Entry
This is co-ordinated by the Examination Schools. For details, please see:

http://www.ox.ac.uk/students/academic/exams

www.ox.ac.uk/students/academic/exams/timetables

Past Papers and Exam Reports
Exam reports for the previous academic year are made available to students on Canvas, once they have been approved by the appropriate departmental and University committees. It is usually possible to publish internal reports by the end of Michaelmas Term and external reports (plus departmental response) by the end of Hilary Term. Past papers are also available on Canvas.

Ongoing Feedback
Work completed for some practicals and fieldwork exercises may be assigned a mark that does not aggregate to your degree result. You should use these marks as important indicators of the quality of your work. In addition, tutorial work will also commonly be assessed, and your college will take a keen interest in the standards you achieve. Again, these marks do not contribute to your degree classification, but they do provide valuable feedback to you on your understanding of the material of the course.

Note that finals examiners may take into account completion and standards achieved in practical and fieldwork exercises that do not aggregate to your degree result when they set the borderlines between classes of degree.

Students are also provided a wide range of informal feedback in tutorials and in discussions with instructors in classes, practicals, and on field courses.
Notes on Examinations in 2023-24

The format of the Trinity Term 2023 examinations will be as follows:

- CEAS 1st year Prelims examinations will be in-person written exams, and practical coursework submitted throughout the academic year.
- XNEG 2nd year Part A1 will be in-person written exams, and practical coursework submitted throughout the academic year.
- DNEG/DGEL 3rd year Part A2 examinations will be in-person written exams.
- DNES 4th year Part B examinations will be in-person written exams.

Submissions will be digital, via Inspera for the 3rd year extended essay and 4th year project. A physical copy of the 3rd year mapping project will be required, with a back-up digital copy via OneDrive. Details regarding submissions will be circulated closer to the deadlines.

Examining Procedures

University Cards
Candidates must bring their university cards with them.

Candidate numbers
Please ensure you have your candidate number with you (NOTE: this is not the same as your student number). You can locate your candidate number on the Examination and Assessment Information page in Student Self Service or by looking on the top of your individual examination timetable.

Dress for Examinations
In all years, Academic Dress (sub-fusc) must be worn for all examinations, including the practicals and any interviews with external examiners.

Procedure after Examinations
All candidates are reminded of the Proctors’ regulations that they should leave the area of the Examination Schools, Ewert House or the Department of Earth Sciences, whichever is applicable, as soon as the papers are ended and not celebrate near the Schools, Ewert House or the department. Candidates should leave the area quietly, in order not to disturb any candidates with extra time still in examinations.

“Trashing” is prohibited by university regulations:

https://www.ox.ac.uk/students/academic/exams/behaviour-after-exams?wssl=1

Calculators, books, etc. in Examinations

Calculators
1. The candidate shall ensure that the power supply of the calculator is adequately charged.
2. No calculator for which a mains supply is essential will be allowed.
3. Any calculator deemed by the Proctors or examiners to cause a disturbance will be prohibited.
4. Output by the calculator shall be by visible display only.
5. Candidates shall clear any user-entered data or programmes from the memories of their calculators immediately before starting each examination.
6. No storage media external to the calculator are permitted.
7. Input to the calculator during the examination shall be by its own keys or switches only.
8. (The examiners, invigilators, Proctors and the Registrar may inspect any calculator during the course of the examination.

Books, notes, etc. in Examinations
No books or papers of any sort may be brought into the examinations.

Scrap paper will not be provided in exams. Preliminary calculations, notes, etc. must be written in the answer books and should be scored through to indicate that it is not intended for consideration by the examiners as part of the completed answer.

Mobile phones
Mobile phones will not be permitted in the department on the days during which practical examinations are in progress. Candidates must leave them at home, or deposit them with an invigilator for safe keeping. If you are found with a mobile phone in the examination, this breach of regulations may be reported to the proctors and lead to a reduction in grade or outright failure of the examination.

**Microscopes**
Please note the following for the 1st and 2nd year practical components: candidates should report any microscopes that are not in good working order to the faculty member responsible for the class.

**Equipment**
Candidates must bring all the usual equipment for a practical (pencils, coloured pencils, ruler, protractor, rubber, pens, hand lens etc.

Please note that candidates should not communicate directly with the examiners or the examinations secretary regarding the examinations. In the first instance, candidates should contact their college tutor with any queries or concerns.

*Information on (a) the standards of conduct expected in examinations and (b) what to do if you would like examiners to be aware of any factors that may have affected your performance before or during an examination (such as illness, accident or bereavement) are available on the Oxford Students website:*

www.ox.ac.uk/students/academic/exams/guidance

IN TRINITY TERM STUDENTS SHOULD ENSURE THEY REMAIN IN OXFORD UNTIL THE END OF FULL TERM, OR THE END OF WEEK NINE FOR FOURTH YEAR STUDENTS.

**Prelims**
The results of the Preliminary Examination are not classified (into 1st, 2nd class etc.), but candidates are required to pass every paper if they are to continue into the Second Year. Candidates who do not pass a Prelims paper at the first attempt will have to resit, and pass, that paper in September. Candidates who fail three or more papers at the first attempt will have to resit, and pass, all Prelims papers in September. The top candidates may be awarded a Distinction, and outstanding performance may also lead to an award from the student’s college.

**Finals**
The marks of the 2nd year Part A1 examinations contribute to the final Part A mark at the end of 3rd year. Part A results are nominally classified. Candidates are required to achieve at least a nominal 2.2 to proceed to Part B. Candidates who achieve lower than a nominal 2.2 will be awarded the BA in Geology. Candidates who fail Part A may resit once the following year, but may not proceed to 4th year and will be awarded the BA in Geology. Candidates who withdraw from 4th year and do not plan to return will be awarded the BA in Geology.

**Examiners**
Each year, the Departmental Committee of the Department of Earth Sciences elects three Prelims Examiners and three Finals Examiners from among the academic staff of the department. Usually internal examiners will serve for three years. In addition, the Departmental Committee nominates two External Examiners - one for Part A and one for Part B. Usually, the Part A External Examiner for one year becomes the Part B External Examiner for the same cohort of students in the following year. The External Examiners have two principal roles. The first is, under guidelines imposed nationally and by the University, to report on the standards of the examinations and the procedures under which they are carried out. The second role is to act as moderators and arbitrators within the examination procedures.

For 2023-24, the External Examiners are as follows:

Part A - Professor Graham Shields, University College London
Part B - Professor Lisa McNeil, University of Southampton
Assessors

All eligible senior members of the staff of the Department of Earth Sciences who have taught courses to the candidates are invited to become Assessors for Parts A and B of the Final examination. Assessors may set and mark questions and papers, but they play no part in the final aggregation of marks and classification of degree results.

Queries, Concerns, Extensions, and Factors Affecting Performance

If you have a legitimate reason you are unable to hand in your coursework on time, are sick, or have other extenuating circumstance that might affect your examination performance you should contact your Tutor and College Office as soon as you become aware of this. They will submit your case to the Proctors for assessment.

Similarly, if any kind of extenuating circumstance arose during your examinations, you should contact your Tutor and College office, and consider formally submitting a Factors Affecting Performance case following your examinations.

You should not contact the Examiners or the Academic Administrator.

Penalties

Deadlines

Students should ensure they plan ahead to hand in their work before the published deadline. If examination material is handed in after the deadline, the work will be marked as usual but the following penalties will be applied:

- up to 24 hours 5%
- 24-48 hours 10%
- 48-72 hours 20%
- 72-96 hours 30%
- 96-120 hours 40%
- 120 hours-14 days 50%
- Over 14 days Fail

Note that the cumulative penalties will be deducted from the mark (when expressed out of 100%) as percentage points, but the overall mark cannot go below 10%. For example, if a student hands in a piece of work 20 hours late, and that work in itself is worth 65%, the tariff indicates a deduction of 5% leading to a final mark of 60%.

This penalty may be reduced or waived, in particular when, in view of exceptional circumstances, the Proctors have given prior permission for late submission. Therefore if special factors make it likely that you will not make a deadline, you should ensure that well before the deadline you contact your Tutor and College Office.

Note that non-submission of a required assessment for Final Honour School will result in an overall Fail for the whole Final Honour School.

Plagiarism

The University and Department will not tolerate plagiarism, and reserve the right to run examined work through Turnitin or other plagiarism software. Where cases of bad academic practice are identified, this could result in reduction of marks for impacted exam, module or piece of coursework. More serious instances of plagiarism are referred to the proctors and have a potential outcome on the candidates entire degree class.

Declaration of Authorship

The project or essay must be the student’s own work, and a declaration to that effect must be written and signed at the front of the document that is handed in.

Word Count
Students must also declare the word count at the front of the document. If it is suspected a piece of work is over the declared word count, the student will be requested to hand in an electronic copy of the work. The word count will be confirmed, and the electronic copy will be checked against the hard copy to ensure they are identical. If a student is over the word count, marking will cease once the word count has been reached.

**Examination paper rubric**

Where a candidate has failed to answer a compulsory question, or failed to answer the required number of questions in different sections, the complete script will be marked and the issue flagged. The board of examiners will consider all such cases so that consistent penalties are applied. A mark of zero shall be awarded for any part or parts of questions that have not been answered by a candidate, but which should have been answered. Where a candidate has answered too many questions from an examination paper or section of a paper, answers with the lowest marks will be excluded, until the requisite number of answers is reached.

**Descriptors for Marking**

Each answer to a question in written and practical papers is allocated a mark in the range 0-100, according to the Marking Descriptors given in Appendix 1. The marks for each answer are added to give a total for each paper, except that if more than the specified number of questions is answered, answers with the lowest marks will be excluded, until the requisite number of answers is reached.

Mapping Reports, 3rd-Year Essays and 4th-Year dissertations are allocated marks in the range 0-100, according to relevant class descriptors (please see appendices containing marking forms).

**Marking Procedure**

Prelims scripts are single marked “blind”. If a candidate is failing, their material will be second-marked. All Finals scripts are double-marked “blind”. Assessors will not be made aware of any late submission. Each assessor has the model answer, but neither assessor has knowledge of the mark assigned by the other during double marking. Assessors do not write on scripts during the marking process, except to indicate objective errors, e.g. in a calculation. Where a significant discrepancy (i.e. over 10%) occurs between the two marks, either the script is returned to the assessors to agree a mark jointly, or the script is moderated by the examiners. The same procedure is applied to essay assignments and projects. The fourth-year project is double marked by two internal assessors and moderated by the Examiners. The mapping project is double marked internally and is moderated by the Examiners.

**Results**

Results are usually finalised and available to students around the following times:

- 1st Year Prelims - Mid July
- 2nd Year Part A1 - Mid July
- 3rd Year Part A2 - Friday of Week 7 in Trinity Term
- 4th Year Part B - Thursday of Week 9 in Trinity Term

It cannot be guaranteed results will be available at these times, but we will keep students informed of any delays.

**Interviews with External Examiners**

The External Examiners will be present at, and contribute to, the Final Examiners’ meetings at which marks and classifications are confirmed and finalised, for the Part (A or B) to which they are appointed.

In pursuance of their roles, as outlined below (Role of External Examiners), the External Examiner for Part B will interview Part B students for the purposes of supplementary assessment.
Degree classification

The marks for each unit of assessment (Exam Paper, Mapping Report, Essay, and Dissertation) will be given the relative weights shown in the Table in Appendix 1. The aggregate mark will be expressed as a percentage to be used in assigning the degree classification.

Because of the small class size, no re-normalization of the marks will be carried out to account for unexpectedly low or high average marks in individual papers. However, the Examiners monitor the distribution of marks assigned for each paper to ensure, among other considerations, that there is a fair balance between the optional sections of Part A, and between the different papers in Part B, and to ensure that no candidate is disadvantaged purely as a result of their choice of topic.

The boundaries between degree classes will follow closely the University conventions shown in the table below, but will not lie exactly on the class divisions shown in the table. In defining class boundaries, the Examiners will take into account the distribution of candidates' marks over the papers, together with submitted practical materials and assessments by the External Examiner which will, in Part B, be informed by interviews with the candidates.

<table>
<thead>
<tr>
<th>First Class</th>
<th>70 and above</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Second</td>
<td>60 to 69</td>
</tr>
<tr>
<td>Lower Second</td>
<td>50 to 59</td>
</tr>
<tr>
<td>Third</td>
<td>40 to 49</td>
</tr>
<tr>
<td>Pass Degree</td>
<td>30 to 39</td>
</tr>
<tr>
<td>Fail</td>
<td>Less than 30</td>
</tr>
</tbody>
</table>

Students graduating at the end of their third year will be awarded a classified degree based on their Part A marks, as described above. (Note that that these candidates will not be interviewed by the External Examiner for the purpose of assessing their performance.) Students who intend to proceed to the MEarthSci will not be awarded a degree classification; their marks will be carried over for use in the classification procedure in combination with their Part B marks, at the end of their fourth year. In the case of a student who leaves after taking Part A exams, but before completing Part B, the Examiners will revisit the student's Part A marks, and will assign a degree classification following the procedure outlined in this appendix.

Role of External Examiners

External examiners will be used primarily for the purposes of moderation and arbitration.

National guidance requires external examiners to report on three major areas:

1. whether the standards set are appropriate for the award;
2. the standards and comparability of student performance in the programme;
3. the extent to which procedures for assessment, examination and the determination of awards are sound and have been fairly conducted.

The department will allow external examiners to:

(a) have opportunity to comment on all examination papers in draft form;
(b) have access to all scripts and other material submitted by candidates;
(c) see a sample of scripts including scripts at the borderlines of classes;
(d) see a sufficient sample of dissertations, extended essays and course work to be able to comment on the marks awarded;
(e) be in a position to comment on the fairness of any procedures for the reconciliation of marks, moderation, scaling and adjustments arising out of medical or other evidence.

In relation to (e), the University does not regard this as requiring the external examiner to give a definitive final mark where there is initial disagreement between first markers (although examining boards may choose to ask the external examiner(s) to act in this way) but to be in a position to report on the soundness of the procedures used to reach a final agreed mark.

The Honours School of Earth Sciences appoints a Part A External Examiner each year, and this examiner’s duties continue the following year when they become Part B External Examiner for the same cohort of
students. In addition to previewing papers, the department will also send the mapping projects to the Part A external examiner following internal marking, for the purposes of independently considering the projects before seeing internal marks. The department will also send the 4th year projects to the Part B external examiner, for the purposes of providing a suggested nominal mark to compare to the two internal marks.

The external examiners will have the opportunity to interview students for the purposes of supplementary assessment (following Part B). They will be present at, and contribute to, the final examiners meetings where marks and classifications are confirmed and finalised.

### Preliminary Examination

These usually take place in Week 7 of Trinity Term. You will sit the following three hour compulsory examination papers:

- **Physics, Chemistry & Biology for Earth Sciences**  
  *(Candidates must answer four questions in total; at least one from each section and exactly one from Section C. There are three sections.)*

- **Planet Earth**  
  *(Candidates must answer four questions in total; at least one from each section and exactly one from Section C. There are three sections.)*

- **Fundamentals of Geology (Theory)**  
  *(Candidates should answer one question from each of Sections A, B, C and D.)*

- **Mathematics**  
  *(Candidates should attempt all questions in Section A and any four questions in Section B.)*

- **Fundamentals of Geology (Practical Coursework)**  
  *Coursework to be submitted at regular points throughout the academic year - details below.*

#### 1st year Earth Sciences practical assessments

**Submission: Unless otherwise stated, work should be submitted by the deadline via the white wooden box which will be made available on Reception.**

*Fundamentals of Geology I (a): submission Michaelmas Term week 7 (2.5% of preliminary examinations grade) (Crystals and Minerals)*

*Fundamentals of Geology I (b): submission Michaelmas Term week 7 (2.5% of preliminary examinations grade) (Igneous and Metamorphic Petrology and Processes)*

Practical assessments for Fundamentals of Geology I in Michaelmas Term (Crystals and Minerals + Igneous and Metamorphic Petrology and Processes) will take the form of a workbook, completed continuously throughout the term, and submitted to Earth Sciences reception by 2.00pm on Friday of 7th week. The mark for each section contributes 2.5% towards the preliminary examinations grade.

*Fundamentals of Geology I (c): submission Hilary Term week 4 (2.5% of preliminary examinations grade) (An Introduction to Geological Processes)*

*Fundamentals of Geology I (d): submission Hilary Term week 7 (2.5% of preliminary examinations grade) (Invertebrate Palaeobiology)*

Practical assessments for Fundamentals of Geology I in Hilary Term (An Introduction to Geological Processes + Invertebrate Palaeobiology) will take the form of a workbook based on work completed in the final practical of both parts of the course and submitted to Earth Sciences reception by Friday of 4th week at 2.00pm and by Friday of 7th week at 2.00pm (TBC). The mark for each assessment contributes 2.5% towards the preliminary examinations grade.

*Fundamentals of Geology II (a): submission Michaelmas Term week 7 (2.5% of preliminary examinations grade) (Geological Maps)*
Practical assessments for Fundamentals of Geology II in Michaelmas Term (Geological Maps) will take the form of an assessed workbook during Michaelmas Term. The completed practical work must be submitted to reception by 2.00pm on Friday of 7th week.

Fundamentals of Geology II (b): submission Hilary Term week 8 [2.5% of preliminary examinations grade] (Structural Geology)

Practical assessments for Fundamentals of Geology II in Hilary Term (Structural Geology) will take the form of an assessed practical during 8th week of Hilary Term. The completed practical work must be submitted to the course instructor when leaving the room at the end of the class. Accommodations will be made for students entitled to extra time or other conditions during examinations.

Mathematics: Statistics and Scientific Computing: submission Trinity Term week 1 [5% of preliminary examinations grade] (stats/computing)

Practical assessment for Statistics/Scientific Computing will take the form of an assessed practical during 1st week of Trinity Term. Completed work must be submitted digitally by 2.00pm on the day after the assessment.

Second Year Examination, (BA Geology; MEarthSci Part A1)

The 2nd year examination consists of three written papers and practical coursework. The written papers will be held in the Examination Schools, probably in Week 6 of Trinity Term (to be confirmed). The paper structure will be:

Paper 1 (3 hours):
Section A: Planetary Materials & Meteorites, Igneous Petrology, Metamorphic Petrology
Section B: Sedimentary Generation & Diagenesis, Stratigraphy & Environment and Sedimentary Basins

On Paper 2, candidates should answer two questions from each section (four overall).

Paper 2 (3 hours):
Section A: Stable Isotopes
Section B: Radiogenic Isotopes
Section C: Remote Sensing
Section D: Climate Change
Section E: Carbon Cycle
Section F: Evolution

On Paper 2, candidates should answer one questions from each section (six overall).

Paper 3 (3 hours):
Section A: Geophysical Methods
Section B: Earthquakes, Seismology & Active Tectonics
Section C: Maths: Linear Algebra & Scientific Computing
Section D: Maths: Series Analysis & Scientific Computing
Section E: Thermodynamics

On Paper 3, candidates should answer one question from each section (five overall).

2nd year Practical Coursework
Coursework to be submitted at regular points throughout the academic year in the following areas (each worth 25% of the practical grade):

- Maths/Scientific Computing
- Structural Geology & Map Interpretation
- Igneous & Metamorphic Petrology
- Sedimentary Geology

Submission: Unless otherwise stated, work should be submitted by the deadline via the white wooden box which will be made available on Reception.

Specific details of each task will be provided during the courses. An outline and timeline of assessments, with deadlines where confirmed is provided below (additional deadlines to follow).
**Michaelmas Term**

**Structural Geology and Map Interpretation (25% of practical grade)**  
Assessment will take the form of an open book practical assignment equivalent to a single practical session and will take place towards the end of term with a deadline of 2.00pm on Wednesday Week 8 of MT.

**Maths/Scientific Computing (12.5 % of practical grade) - Series Analysis problem set to be released on Monday of week 7 and due for submission by 2.00pm Monday of 8th week MT**

**Hilary Term**

**Igneous Petrology (12.5 % of practical grade) - workbook to be completed by 2.00pm, Thursday of 7th week HT**

**Metamorphic Petrology (12.5 % of practical grade) - workbook to be completed by 2.00pm, Friday of 8th week HT**

**Sedimentary Petrology (12.5 % of practical grade) - workbook to be completed by 2.00pm, Monday of 8th week HT**

**Maths/Scientific Computing (12.5 % of practical grade) - Linear Algebra - Maths/Scientific Computing - Students will be assigned a problem set roughly every week to work through in their own time. One of these problem sets will be assessed.**

**Trinity Term**

**Sedimentary Facies Analysis (12.5 % of practical grade) - workbook to be completed by 2.00pm, Monday of 4th week TT (TBC, depending on Trinity Term timetable)**

**Third Year Examination (BA Geology; MEarthSci Part A2)**

The third year course will allow a degree of specialization within Earth Sciences sub-disciplines, and at the same time will continue to develop core skills and knowledge. There are also two substantial pieces of formally assessed independent work - a literature review and a field-mapping project.

Subject matter will be grouped into options. Students choose six options overall across Michaelmas and Hilary Term. In addition, the Spanish Field course and associated short lecture course will be compulsory. Options will be timetabled in either Michaelmas Term or Hilary Term to allow students to pursue a programme of study that covers a coherent grouping of subjects.

The third-year (Part A) examination consists of seven written papers (six out of ten options plus fieldwork and interdisciplinary paper) and two pieces of independent work. In addition, marks from the second-year examinations are carried forward. Entry to the Part A examination is handled through the colleges.

**Examinations**

The examinations will probably be scheduled for Weeks 4-5 of Trinity Term (dates to be confirmed, and possibly running into week 6). All papers will be in person. Further details of the topics to be examined in each paper are published by the Finals Examiners during the year.

You will sit six out of ten optional papers:

- Paper 2 - Natural Resources
- Paper 3 - Biological & Physical Oceanography
- Paper 4 - Climate Dynamics
- Paper 5 - Mathematics for Continua & Vector Calculus
- Paper 6 - Volcanology, Igneous Processes & Petrogenesis
- Paper 7 - Quantitative Palaeobiology
- Paper 8 - Plate Tectonics
- Paper 9 - Geophysics of the Deep Earth
- Paper 10 - Chemistry of the Earth’s Interior
- Paper 11 - Analytical Methods
Plus the compulsory paper:

   Paper 1 - Fieldwork & Interdisciplinary

For Papers 2-11 candidates answer two out of three questions. For Paper 1 they answer two out of five questions.

Submission of Practical Materials
Candidates in Part A may be required to submit their practical notes and field notebooks relating to courses undertaken in the second and third years of study for consultation by the examiners. If the examiners wish to see this material they will request it during Wednesday to Friday of week 7 of Trinity Term.

Publication of Results
Public lists of exam results are no longer formally published by the University, but marks are made available to tutors as soon as possible after the final meeting of the examiners. This is normally towards the end of week 7. Those intending to graduate with the BA (Geology) are given a classified result at this stage. Those continuing to Part B of the MEarthSci are only nominally classified, and may obtain their nominal classification from their tutor.

Please note that questions may also assume knowledge of relevant information from 1st and 2nd year courses.

Students must achieve a nominal classification of at least a 2.2 to proceed to 4th year.

HANDING IN THE MAPPING PROJECT

The completed field mapping project, including the electronic copy of the project and map, should be submitted by 12 noon on TUESDAY OF WEEK 1, Hilary Term. Hard copy materials must be submitted to the Academic Office. Please ensure you follow the instructions sent out to you closer to the submission date, including those regarding how to upload electronic copies.

PLEASE NOTE THAT THIS IS THE DEFINITIVE LIST OF ITEMS TO BE HANDED IN.

DO NOT PUT YOUR CANDIDATE NUMBER ON ANY OF THE MATERIAL YOU HAND IN.

The submitted material should at least consist of:

(a) one paper copy of a final map poster;
(b) one paper copy of the final report;
(c) a signed declaration form;
(d) the GeolSoc questionnaire and map;
(e) field note books, field slips, fair-copy maps (if you made one), any field cross sections or stratigraphic logs; and
(f) the thin sections you had prepared and an associated sample datasheet.

All your physical materials should be submitted in a box file with your name and college clearly stated on it.

References should be cited in the text using the standard ‘Name-Date’ referencing style, with in-text citations of the author(s) name and date of publication (e.g. Smith, 2009); and references listed in alphabetical order of authors surname in a reference list at the end of the report.

https://libguides.bodleian.ox.ac.uk/reference-management/referencing-styles
Students must adhere to a 6000-word limit for the project (excluding the declaration of authorship and word count, contents page, references, bibliography, figure captions, table captions, text in tables, text in diagrams, headers, footers, acknowledgements, disclaimers and appendices). Note that figure and table captions should only include directly relevant explanatory text. Inclusion of marginally relevant figures and tables should be avoided. Lithological and petrological descriptions, where appropriate, should be integrated into the body of the report, not attached in appendices. In-text citations should be included in the word count. An accurate word count must be included, along with a signed statement that the project is your own work.

| Word count includes: | abstract, main text of report, including in-text citations. |
| Not included in word count: | contents, figure captions, tables, acknowledgements, bibliography, appendices. |

**HANDLING IN THE EXTENDED ESSAY**

References should be cited in the text using the standard ‘Name-Date’ referencing style, with in-text citations of the author(s) name and date of publication (e.g. Smith, 2009); and references listed in alphabetical order of authors surname in a reference list at the end of the report.

https://libguides.bodleian.ox.ac.uk/reference-management/referencing-styles

Students must adhere to a 4000-word limit for the essay (excluding the declaration of authorship and word count, contents page, references, bibliography, figure captions, table captions, text in tables, text in diagrams, headers, footers, acknowledgements, disclaimers and appendices). Note that figure and table captions should only include directly relevant explanatory text. Inclusion of marginally relevant figures and tables should be avoided. In-text citations should be included in the word count. An accurate word count must be included, along with a signed statement that the project is your own work.

| Word count includes: | abstract, main text of report, including in-text citations. |
| Not included in word count: | figure captions, tables, bibliography. |

The essay should be submitted by 12 noon on Thursday of Week 0, Trinity Term.

Please note ONLY YOUR CANDIDATE NUMBER SHOULD BE ON THE ESSAY. Your name should NOT be on the essay.

**Fourth Year Examinations (MEarthSci Part B)**

Candidates must have achieved the equivalent of a minimum 2.2 classification in Part A in order to proceed into 4th year and Part B.

The fourth-year examination (Part B) consists of four theory papers, normally chosen from eight optional subjects, and an advanced practical project or extended essay, written up as a dissertation. The deadline for examination entry is set in the middle of Hilary Term, to allow candidates to make a considered selection of the options offered in Hilary Term.

**Written Examinations**

The written part of the Part B examination consists of eight two-hour papers, of which candidates have chosen four. They will probably take place during Week 7 of Trinity Term (dates to be confirmed), and will be in person.

Candidates sit four out of eight of the following papers:

- Paper 1 - Palaeobiology
- Paper 2 - Planetary Science
- Paper 3 - Structure & Dynamics of the Earth’s Mantle
- Paper 4 - Coevolution of Earth and Life
- Paper 5 - Rock & Palaeo-magnetism
For all papers candidates answer two out of three questions.

Viva
All candidates have a compulsory viva of about 15 minutes with the External Examiner during his/her visit to the department, normally early in week 9. The examiner will speak to the student regarding their 4th year project and examination papers. This provides additional information for assessing the overall achievement of each candidate. Academic dress should be worn.

This interview is distinct from the project viva, which the student has with the two internal markers of their 4th year project. Further details of this may be found below in the section on the 4th year project.

Publication of Results
Results are published, and marks made available to tutors, as soon as possible after the final meeting of the examiners. This is normally towards the end of week 9.

HANDING IN THE FOURTH YEAR PROJECT

The essay/project, should be double-spaced with a font size no smaller than 12 pt, should be accompanied by relevant references, tables and illustrations. This report should accurately and comprehensively describe the project, and normally would include the following:

- an abstract;
- a concise description of the scientific background to the project;
- aims and objectives;
- experimental and data-collection procedures;
- description of results;
- interpretations of the results and analysis of their implications;
- a statement of conclusions;
- identification of any information or data used as part of the project but originating from other individuals or organizations; and
- a reference list.

Appendices should be used principally for presenting supplementary information that does not form a central aspect of the project.

References should be cited in the text using the standard ‘Name-Date’ referencing style, with in-text citations of the author(s) name and date of publication (e.g. Smith, 2009); and references listed in alphabetical order of authors surname in a reference list at the end of the report.

https://libguides.bodleian.ox.ac.uk/reference-management/referencing-styles

Students must adhere to an 8000-word limit for the project (excluding the declaration of authorship and word count, contents page, references, bibliography, figure captions, table captions, text in tables, text in diagrams, headers, footers, acknowledgements, disclaimers and appendices). Note that figure and table captions should only include directly relevant explanatory text. Inclusion of marginally relevant figures and tables should be avoided. In-text citations should be included in the word count. An accurate word count must be included, along with a signed statement that the project is your own work.

<table>
<thead>
<tr>
<th>Word count includes:</th>
<th>abstract, main text of report, including in-text citations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not included in word count:</td>
<td>contents, figure captions, tables, acknowledgements, bibliography, appendices.</td>
</tr>
</tbody>
</table>

Please note ONLY YOUR NAME SHOULD BE ON THE PROJECT. Your candidate number should NOT be on the project.
Students should submit an 8-page report on their project to their supervisor by 12.00pm on Friday of Week 1 in Hilary Term. The progress report will not be marked or count in any way towards your final degree result. It is designed merely to be helpful in crystallizing your thoughts and to give you feedback on your progress and your writing skills.

A complete draft of the project must be handed to the lead supervisor for formal feedback by the end of Week 0 of Trinity Term at the latest. The supervisor will return comments by the end of Week 1. Comments will be restricted to one A4 page, 12-point font. This page is also provided to the project assessors and Examiners. If the supervisor is likely to be away/on leave during Week 1, the student and supervisor should make alternative arrangements well in advance. The lead supervisor will also submit to the examiners a one page report on the amount and nature of supervision given to the student, by the end of 1st week.

Supervisors or co-supervisors should not comment on written drafts (other than the material handed in after Christmas) until the formal draft is handed in at the end of week 0, and then the lead supervisor (or a designated supervisor) provides one page of feedback by the end of week 1. Discussion on data, diagrams, or plots of data etc, forms part of the normal supervision process.

The fourth-year project is double marked by two internal assessors, neither of whom were involved in supervising the project, and moderated by the Examiners.

The two internal markers will be allocated after submission of the project. A viva, conducted by the two markers, will be a formal part of the process of marking the dissertation. This viva will take place between Weeks 2 and 6 of Trinity Term, that is after the final project report has been submitted, and before commencement of the written examinations. The viva will usually last between 30 minutes and 1 hour, and will be a discussion of the project material by the candidate and the two markers. It will be an opportunity for the markers to explore the depth of a student’s knowledge of their project, and also to discuss the conduct, science, and background of the work. Sub fusc is not required for the project viva.

Please note that the project viva is distinct from the interview with the external examiner.

The final version of the project must be submitted by 14.00 on Thursday of 2nd Week of Trinity Term of the 4th year.

### Weighting for students who started the course before 2022-3

**Weighting of Papers and Marks in Part A and Part B**

<table>
<thead>
<tr>
<th>Year</th>
<th>Exam</th>
<th>Weighting</th>
<th>Percentage of Final degree classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part A1 (2nd year)</td>
<td>Paper 1</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 2</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 3</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td>120</td>
<td>12%</td>
</tr>
<tr>
<td>Part A2 (3rd year)</td>
<td>Paper 1 (Fieldwork)</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 2</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 3</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 4</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 5</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 6</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 7</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td>280</td>
<td>28%</td>
</tr>
<tr>
<td></td>
<td>Independent Essay</td>
<td>50</td>
<td>5%</td>
</tr>
<tr>
<td></td>
<td>Mapping Project</td>
<td>100</td>
<td>10%</td>
</tr>
<tr>
<td>Subtotal (A2)</td>
<td></td>
<td>430</td>
<td>43%</td>
</tr>
<tr>
<td>TOTAL:</td>
<td></td>
<td>550</td>
<td>55%</td>
</tr>
</tbody>
</table>
The marks from the second-year examination are brought forward from the previous year. Those taking the three-year B.A. (Hons) will have their degree awarded on the basis of the above marks.

The weightings for Part B are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Exam</th>
<th>Weighting</th>
<th>Percentage of Final degree classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th</td>
<td>Theory 1</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Theory 2</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Theory 3</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Theory 4</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td><strong>200</strong></td>
<td><strong>20%</strong></td>
</tr>
<tr>
<td></td>
<td>4th Year Project</td>
<td>250</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL:</strong></td>
<td><strong>450</strong></td>
<td><strong>45%</strong></td>
</tr>
</tbody>
</table>

The final MEarthSci degree is based on a final mark derived by summing the final percentages of Part A and Part B. Classification of the degree is guided by the class divisions summarised below, but also takes into account the interview conducted with the External Examiner, and the practical work deposited by the candidates.

### Weighting for students who started the course from 2022-3 onwards

**Weighting of Papers and Marks in Part A and Part B**

<table>
<thead>
<tr>
<th>Year</th>
<th>Exam</th>
<th>Weighting</th>
<th>Percentage of Final degree classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part A1 (2nd year)</td>
<td>Paper 1</td>
<td>50</td>
<td>33.3% of BA, 20% of MEarthSci</td>
</tr>
<tr>
<td></td>
<td>Paper 2</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Paper 3</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Assessed Practical Work</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal (A1)</strong></td>
<td><strong>200</strong></td>
<td><strong>33.3% of BA, 20% of MEarthSci</strong></td>
</tr>
<tr>
<td>Part A2 (3rd year)</td>
<td>1st paper (Fieldwork)</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2nd option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3rd option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4th option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5th option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6th option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7th option paper</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Independent Essay</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mapping Project</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal (A2)</strong></td>
<td><strong>400</strong></td>
<td><strong>66.7% of BA, 40% of MEarthSci</strong></td>
</tr>
</tbody>
</table>

The marks from the second-year examination are brought forward from the previous year. Those taking the three-year B.A. (Hons) will have their degree awarded on the basis of the above marks.

The weightings for Part B are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Exam</th>
<th>Weighting</th>
<th>Percentage of Final degree classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th</td>
<td>Theory 1</td>
<td>40</td>
<td></td>
</tr>
</tbody>
</table>
The final MEarthSci degree is based on a final mark derived by summing the final percentages of Part A and Part B. Classification of the degree is guided by the class divisions summarised below, but also takes into account the interview conducted with the External Examiner, and the practical work deposited by the candidates.

| Theory 2 | 40 |
| Theory 3 | 40 |
| Theory 4 | 40 |
| 4th Year Project | 240 |
| **TOTAL:** | **400** | **40% of MEarthSci** |

Examination script marking form

**EARTH SCIENCES - EXAM SCRIPT MARKING**

Marker: 1st / 2nd _____________________________

Year of course: _______________________________

Paper: ________________________________

Question: ________________________________

Marking required by: ______________________

Please assess and provide a mark for the accompanying scripts according to the standard scheme for the Final Honours School. You will no doubt use the full range of marks available to you if the work so merits.

Please enter your marks on the enclosed form, and return this with the scripts to Emma. Do not mark on the scripts themselves.

Education Committee policy requires that comment sheets are used for all substantial assessment items. All undergraduate and postgraduate taught examination boards are strongly encouraged to use comment sheets for all papers (whether submitted work or written examinations).

Please note that comment sheets will be provided to students who make a subject access request to the University’s Information Compliance Team for personal data relating to their examinations/assessment.

Please refer to the marking criteria provided overleaf, and provide comments, referring to individual candidates if appropriate.

For information: Where 1st and 2nd marks deviate by more than 10%, 1st and 2nd markers will be asked to discuss the script and adjust their marks so that they are within 10% of one another.

Comments:
### Mark Scheme for FHS Geology/ Earth Sciences

<table>
<thead>
<tr>
<th>Marks</th>
<th>Descriptor for WRITTEN ANSWERS</th>
<th>Descriptor for PROBLEMS</th>
</tr>
</thead>
</table>
| 90-100| 1. Outstanding answer; full of insight; exceptional command of material.  
2. Well organized with introduction, critical discussion, illustrations, and conclusions.  
3. Reference to key connections across the course and the literature.  
4. No errors. | 1. Formulation of the problem and choice (or derivation) of relevant equations show complete understanding, including background, limitations of approach, comparison with alternatives.  
2. All assumptions and logical steps are clearly explained and fully justified.  
3. Algebraic manipulation and/or calculations are without errors. |
| 80-90 | 1. Excellent answer; evidence for both wide knowledge, and understanding of subject. Effective critical analysis.  
2. Structure reflects full clarity of thought, fully illustrated as necessary.  
3. Goes well beyond lectures; effective grasp of literature/debate. Insightful connections and comparisons across the course.  
4. No errors. | 1. Formulation of problem, choice (or derivation) of relevant equations show excellent understanding, including some background, limitations of approach, comparison with alternatives.  
2. All assumptions and logical steps are clearly explained and justified.  
3. Algebraic manipulation and/or calculations have no errors. |
| 70-80 | 1. Very good understanding of all essential presented course material, inclusion of relevant details. Integration of outside reading; some critical analysis.  
2. Good structure, well written and well-illustrated.  
3. Clear ability to make relevant connections across the course (including background, field observations).  
4. No errors. | 1. Formulation of the problem, choice (or derivation) of relevant equations show very good understanding, and justifications are clearly explained.  
2. The principal assumptions and logical steps are clearly explained and justified.  
3. Algebraic manipulation and/or calculations are without substantial error. |
| 60-70 | 1. Sound understanding of all essential presented course material.  
2. Coherent, clearly annotated and labeled illustrations as necessary. Reasonable organization reflecting clear understanding.  
3. Includes essential connections across the course.  
4. Small factual errors and/or omissions may be present. | 1. Formulation of the problem and choice (or derivation) of relevant equations show good understanding and are justified.  
2. The principal assumptions and logical steps are explained.  
3. There may be small errors in algebraic manipulation and/or calculations. |
| 50-60 | 1. Some key information from lectures or coursework missing. Demonstrates understanding of only part of answer.  
2. Some structure.  
3. No connections across coursework. Little signs of originality.  
4. Large and small factual errors. | 1. Formulation of the problem and choice (or derivation) of relevant equations are not justified and do not show full understanding.  
2. Some assumptions are not stated, and there are gaps in the logic of the calculation.  
3. Errors in algebraic manipulation or calculation lead to incorrect or incomplete answers. |
| 40-50 | 1. Most of relevant information in lectures missing. Concepts disordered or flawed. Demonstrates inadequate understanding.  
2. Incompletely structured answers.  
3. No connections across coursework.  
4. Many significant factual errors. | 1. Formulation of problem and choice (or derivation) of relevant equations show inadequate understanding.  
2. Assumptions are not stated, and there is little or no logic to the calculation.  
3. Errors in algebraic manipulation or calculation lead to unrealistic answers, or to no answer. |
| 0-40 | 1. Significant inability to tackle question.  
2. Incoherent structure, disconnected information.  
3. Inclusion of information irrelevant to the question.  
4. Minimal correct information. | 1. Significant inability to tackle the question.  
2. Problem approach not formulated. Incorrect or irrelevant formulae used.  
3. Little or no relevant calculation. |
Mapping Project marking form

Assessment is subdivided into the three main aspects of the project, with equal marks for each. There are obviously links between the different aspects, so the purpose is to ensure that all three have been factored into the final mark. A final section is for any general comments you may wish to make.

The text you provide on this form will be anonymised and returned to students as feedback. With this in mind, please keep your comments factual, to the point, and relating to the marking descriptors on page 3. Avoid commenting on the suitability of the area, and please provide constructive feedback that includes suggestions as to how the quality of the written report could be improved. Constructive critiques on writing will facilitate and improve writing standards ahead of the major written work to be submitted later in the course.

Please provide a separate mark for each of the sections A, B and C, plus a combined overall mark.

Overall Mark/100:

A) Quality of the field observations.

This covers both the field slips and field notebooks. Are the field observations clearly documented and consistent in the notebook and field slips? Do the field slips delimit the outcrop, as opposed to interpreted geology? Are the notebooks clearly laid out, well-illustrated and informative?

B) Quality of the final map, stratigraphic column, and cross-section.

Is the final map consistent with the field observations and geologically reasonable? Does the cross-section adequately illustrate the sub-surface geology and is the geometry realistic?

C) The Project Write up

Does the write-up adequately amplify what is on the map, stratigraphic column, and cross-sections? It should contain an introduction, a description of lithology, an interpretation of environments of formation, a description of the structure, and a synthesis of the geological history of the area. Conventional referencing of previous work should be included, and sources of information or additional data identified.

General Comments,
(Has the candidate filled out the survey for the Undergraduate Geological Society?)
Guidance Criteria for awarding marks to mapping projects.

<table>
<thead>
<tr>
<th>Mark</th>
<th>Descriptor</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>Reveals outstanding ability, insightful; with effective critical thought; superb presentation.</td>
</tr>
<tr>
<td>80-90%</td>
<td>Notebooks are detailed and comprehensive, appropriate for use by another geologist working in the area; notes, sections, field slips, maps and report are fully consistent with each other; novel features and challenges are well handled; very well presented.</td>
</tr>
<tr>
<td>70-80%</td>
<td>Notebooks are detailed; maps, sections, field slips, maps and report are fully consistent with each other; good organization of information and good use of examples to illustrate points and to justify arguments; demonstrates thorough grasp of geology in the area.</td>
</tr>
<tr>
<td>60-70%</td>
<td>Demonstrates competence; sound to good grasp of major features of the geology; coherent writing style and good presentation. May be minor inconsistencies between notebooks, maps, sections and report.</td>
</tr>
<tr>
<td>50-60%</td>
<td>Basic grasp of geology of the area; presentation generally good. Minor parts of the map and/or sections untenable or inconsistent with report. Report includes items that are poorly argued or irrelevant. Lacks appreciation of geological implications arising from map/sections.</td>
</tr>
<tr>
<td>40-50%</td>
<td>Marginally competent. Field notes and slips poor. Flaws in map and/or sections. Inconsistencies between components (e.g. map and report). Report includes items that are poorly argued, inaccurate or irrelevant. Only partial grasp of geology of the area. Poorly presented.</td>
</tr>
<tr>
<td>0-40%</td>
<td>Incompetent. Field notes and slips poor. Major parts of map and/or sections untenable or inconsistent with report. Dissertation seriously deficient in content and/or organization. Very limited understanding of the geology of the area. Poorly presented.</td>
</tr>
</tbody>
</table>
### Extended Essay marking form

<table>
<thead>
<tr>
<th>EARTH SCIENCES - THIRD YEAR ESSAY MARK</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CANDIDATE NUMBER</strong>…………………………………………………………………………………………………………………………………………………</td>
</tr>
<tr>
<td><strong>ESSAY TITLE</strong>………………………………………………………………………………………………………………………………………………………………………</td>
</tr>
<tr>
<td>………………………………………………………………………………………………………………………………………………………………………………………………………</td>
</tr>
<tr>
<td><strong>ASSESSOR NAME</strong>………………………………………………………………………………………………………………………………………………………………………</td>
</tr>
</tbody>
</table>

Education Committee policy requires that comment sheets are used for all substantial assessment items. All undergraduate and postgraduate taught examination boards are strongly encouraged to use comment sheets for all papers (whether submitted work or written examinations).

Please note that comment sheets will be provided to students who make a subject access request to the University’s Information Compliance Team for personal data relating to their examinations/assessment.

Please refer to the marking criteria provided overleaf when writing your comments. You should use the full range of marks available to you, and write any comments on this sheet rather than the essay itself.

Please keep your comments constructive, factual, and informative. Where appropriate, link your comments to the marking descriptors overleaf. Please include specific suggestions for how the scientific writing style and structure of the document could be improved.

Please provide a separate mark for each of the sections A and B, plus a combined overall mark.

Please could you complete this task by Friday 15 May 2020 at the latest.

**OVERALL MARK/100:**

<table>
<thead>
<tr>
<th>A) Evidence for originality of the interpretations and the quality of the synthesis or critical analysis of the topic.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SECTION MARK/50</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B) Quality of writing, presentation, illustration and appropriateness of the cited literature.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SECTION MARK/50</strong></td>
</tr>
</tbody>
</table>
# Mark Scheme for FHS Geology/Earth Sciences

<table>
<thead>
<tr>
<th>Marks</th>
<th>Descriptor for WRITTEN ANSWERS</th>
<th>Descriptor for PROBLEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>1. Outstanding answer; full of insight; exceptional command of material.</td>
<td>1. Formulation of the problem and choice (or derivation) of relevant equations show complete understanding, including background, limitations of approach, comparison with alternatives.</td>
</tr>
<tr>
<td></td>
<td>2. Well organized with introduction, critical discussion, illustrations, and conclusions.</td>
<td>2. All assumptions and logical steps are clearly explained and fully justified.</td>
</tr>
<tr>
<td></td>
<td>3. Reference to key connections across the course and the literature.</td>
<td>3. Algebraic manipulation and/or calculations are without errors.</td>
</tr>
<tr>
<td></td>
<td>4. No errors.</td>
<td></td>
</tr>
<tr>
<td>80-90</td>
<td>1. Excellent answer; evidence for both wide knowledge, and understanding of subject. Effective critical analysis.</td>
<td>1. Formulation of problem, choice (or derivation) of relevant equations show excellent understanding, including some background, limitations of approach, comparison with alternatives.</td>
</tr>
<tr>
<td></td>
<td>2. Structure reflects full clarity of thought, fully illustrated as necessary.</td>
<td>2. The principal assumptions and logical steps are clearly explained and justified.</td>
</tr>
<tr>
<td></td>
<td>3. Goes well beyond lectures; effective grasp of literature/debate. Insightful connections and comparisons across the course.</td>
<td>3. Algebraic manipulation and/or calculations are without substantial error.</td>
</tr>
<tr>
<td></td>
<td>4. No errors.</td>
<td></td>
</tr>
<tr>
<td>70-80</td>
<td>1. Very good understanding of all essential presented course material, inclusion of relevant details. Integration of outside reading; some critical analysis.</td>
<td>1. Formulation of problem, choice (or derivation) of relevant equations show very good understanding, and justifications are clearly explained.</td>
</tr>
<tr>
<td></td>
<td>2. Good structure, well written and well-illustrated.</td>
<td>2. The principal assumptions and logical steps are clearly explained and justified.</td>
</tr>
<tr>
<td></td>
<td>3. Clear ability to make relevant connections across the course (including background, field observations).</td>
<td>3. Algebraic manipulation and/or calculations are without substantial error.</td>
</tr>
<tr>
<td></td>
<td>4. No errors.</td>
<td></td>
</tr>
<tr>
<td>60-70</td>
<td>1. Sound understanding of all essential presented course material.</td>
<td>1. Formulation of the problem and choice (or derivation) of relevant equations show good understanding and are justified.</td>
</tr>
<tr>
<td></td>
<td>2. Coherent, clearly annotated and labeled illustrations as necessary. Reasonable organization reflecting clear understanding.</td>
<td>2. The principal assumptions and logical steps are clearly explained and justified.</td>
</tr>
<tr>
<td></td>
<td>3. Includes essential connections across the course.</td>
<td>3. There may be small errors in algebraic manipulation and/or calculations.</td>
</tr>
<tr>
<td></td>
<td>4. No errors.</td>
<td></td>
</tr>
<tr>
<td>50-60</td>
<td>1. Some key information from lectures or coursework missing. Demonstrates understanding of only part of answer.</td>
<td>1. Formulation of the problem and choice (or derivation) of relevant equations are not justified and do not show full understanding.</td>
</tr>
<tr>
<td></td>
<td>2. Some structure.</td>
<td>2. Some assumptions are not stated, and there are gaps in the logic of the calculation.</td>
</tr>
<tr>
<td></td>
<td>3. No connections across coursework. Little signs of originality.</td>
<td>3. Errors in algebraic manipulation or calculation lead to incorrect or incomplete answers.</td>
</tr>
<tr>
<td></td>
<td>4. Large and small factual errors.</td>
<td></td>
</tr>
<tr>
<td>40-50</td>
<td>1. Most of relevant information in lectures missing. Concepts disordered or flawed. Demonstrates inadequate understanding.</td>
<td>1. Formulation of problem and choice (or derivation) of relevant equations show inadequate understanding.</td>
</tr>
<tr>
<td></td>
<td>2. Incompletely structured answers.</td>
<td>2. Assumptions are not stated, and there is little or no logic to the calculation.</td>
</tr>
<tr>
<td></td>
<td>3. No connections across coursework.</td>
<td>3. Errors in algebraic manipulation or calculation lead to unrealistic answers, or to no answer.</td>
</tr>
<tr>
<td></td>
<td>4. Many significant factual errors.</td>
<td></td>
</tr>
<tr>
<td>0-40</td>
<td>1. Significant inability to tackle question.</td>
<td>1. Significant inability to tackle the question.</td>
</tr>
<tr>
<td></td>
<td>2. Incoherent structure, disconnected information.</td>
<td>2. Problem approach not formulated. Incorrect or irrelevant formulae used.</td>
</tr>
<tr>
<td></td>
<td>3. Inclusion of information irrelevant to the question.</td>
<td>3. Little or no relevant calculation.</td>
</tr>
</tbody>
</table>
4th yr Project marking form

EARTH SCIENCES - FOURTH YEAR PROJECT MARK

CANDIDATE NAME…………………………………………………………………………………

ESSAY TITLE……………………………………………………………………………………

……………………………………………………………………………………………………

EXAMINER/ASSESSOR NAME………………………………………………………………

Education Committee policy requires that comment sheets are used for all substantial assessment items. All undergraduate and postgraduate taught examination boards are strongly encouraged to use comment sheets for all papers (whether submitted work or written examinations).

Please note that comment sheets will be provided to students who make a subject access request to the University’s Information Compliance Team for personal data relating to their examinations/assessment.

Students carry out their 4th year research project under the supervision of a member of staff. The purpose of the scheme is to introduce students to scientific research first hand. In most cases, students work as part of a team on a topic that may involve laboratory work, computation or fieldwork. Projects may be of a theoretical or an observational nature.

The supervisor will read the first draft, and complete a written report of limited length, which is provided to the student and to the examiners. The final version of the project is marked by two members of the academic staff in the Department, neither of whom is the supervisor. Each internal examiner provides a separate mark and completes/submits this form prior to the viva. After completion of the viva, the examiners should together complete one additional form, documenting the agreed mark and the rationale behind that mark. Further advice will also be sought from the External Examiner.

The two internal markers are allocated after submission of the project. A viva, conducted by the two markers, is a formal part of the process of marking the dissertation. This viva should take place between Weeks 3 and 6 of Trinity Term, after the final project report has been submitted and before commencement of the written examinations. The viva will be of 30-60 minutes duration and will be a discussion of the project material by the candidate and the two markers. It is an opportunity for the markers to explore the depth of a student’s knowledge of their project, and to discuss the conduct, science, and background of the work.

Please refer to the marking criteria provided overleaf when writing your comments. You should use the full range of marks available to you, and write any comments on this sheet rather than the project itself.

Please provide a joint mark out of 100 overleaf, and relate your comments to the mark scheme and descriptors overleaf.

Please provide justification for your final mark, relating to the class descriptors below. This section may be as long as necessary.

OVERALL MARK/100:
<table>
<thead>
<tr>
<th>Marks</th>
<th>Descriptor for PROJECT</th>
<th>Additional Descriptor for QUANTITATIVE APPROACHES (AS APPROPRIATE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100</td>
<td>1. Outstanding project; full of insight; exceptional command of material and evidence of original thinking. 2. Exceptional organization with insightful introduction, critical discussion, and well argued conclusions. 3. Effective grasp of literature/debate. Insightful connections and comparisons across the course.</td>
<td>1. Formulation and choice (or derivation) of relevant equations show complete understanding, including background, limitations of approach, comparison with alternatives. 2. Algebraic manipulation and/or calculations are without error. 3. Significant development of code.</td>
</tr>
<tr>
<td>80-90</td>
<td>1. Excellent project; evidence for wide knowledge, some original thinking and understanding, of subject. Effective critical analysis. 2. Structure reflects full clarity of thought, fully illustrated as necessary. 3. Full reference to key connections across the subject and the literature.</td>
<td>1. Formulation, and choice (or derivation) of relevant equations show excellent understanding, including background, limitations of approach, comparison with alternatives. 2. Algebraic manipulation and/or calculations are without error. 3. Significant development of code.</td>
</tr>
<tr>
<td>70-80</td>
<td>1. Very good understanding of all essential literature, inclusion of relevant details. Integration of extensive reading; some critical analysis. 2. Good structure, well written and well illustrated. 3. Clear ability to make relevant connections across the subject and literature.</td>
<td>1. Formulation, and choice (or derivation) of relevant equations show very good understanding, and justifications are clearly explained. 2. Algebraic manipulation and/or calculations are without substantial error. 3. Minor development of code (e.g. adding a module to an existing code).</td>
</tr>
<tr>
<td>60-70</td>
<td>1. Sound understanding of all essential literature. 2. Structure reflects clear understanding. Clearly annotated and labelled illustrations as necessary. 3. Includes essential connections across the subject. 4. Small factual errors and /or omissions may be present.</td>
<td>1. Formulation and choice (or derivation) of relevant equations show good understanding and are justified. 2. There may be small errors in algebraic manipulation and/or calculations. 3. Routine use of existing packages, with understanding of their methods.</td>
</tr>
<tr>
<td>50-60</td>
<td>1. Some key information from the subject and literature missing. Demonstrates understanding of only part of the research. 2. Some structure. 3. Few connections across the subject. Few signs of originality. 4. Large and small factual errors.</td>
<td>1. Formulation and choice (or derivation) of relevant equations are poorly justified and do not show full understanding, assumptions are not stated. 2. Errors in algebraic manipulation or calculation lead to incorrect or incomplete results. 3. Routine use of existing packages, with little understanding.</td>
</tr>
<tr>
<td>40-50</td>
<td>1. Most of relevant information in literature missing. Concepts disordered or flawed. Demonstrates inadequate understanding. 2. Incompletely structured arguments. 3. No connections across subject. No sign of originality. 4. Many significant factual errors.</td>
<td>1. Formulation and choice (or derivation) of relevant equations show inadequate understanding. 2. Little or no understanding of the problem. 3. Errors in algebraic manipulation or calculation lead to unrealistic results. 4. Routine use of existing packages, with no understanding.</td>
</tr>
<tr>
<td>0-40</td>
<td>1. Significant inability to tackle research. 2. Incoherent structure, disconnected information. 3. Inclusion of information irrelevant to the problem. 4. Minimal correct information.</td>
<td>1. Significant inability to tackle the problem. 2. Problem approach not formulated. Incorrect or irrelevant formulae used. 3. Little or no relevant calculation.</td>
</tr>
</tbody>
</table>
Appendix 2 - PROGRAMME SPECIFICATIONS

EARTH SCIENCES    BA/Geol and MESc/ES
Programme Specification

1. Awarding institution/body    University of Oxford
2. Teaching institution         University of Oxford
3. Final award                 MEarthSci (4-year) or BA (Geology) (3-year)
4. Programme                   Earth Sciences
5. UCAS code                   F644 (MESc/ES) or F642 (BA/Geol)
6. Relevant subject benchmark statement Earth Sciences, Environmental Sciences and Environmental Studies
7. Accreditation               Geological Society of London
8. Date of programme specification July 2023

9. Educational aims of the programme

These are built around the QAA framework for higher education qualification and the QAA Subject Benchmark statements.

- To provide a course of the highest academic quality in Earth Sciences in a challenging and supportive learning environment that attracts the very best students from the UK and elsewhere.
- To provide Bachelor’s degree students with a systematic understanding of core areas and advanced topics in the Earth Sciences; the ability to evaluate primary evidence critically; and the conceptual understanding to marshal and present arguments and solutions based on primary data, theory, and the application of sound reasoning.
- To provide Master’s degree students also with a critical awareness of current problems and new insights, much of which is at, or informed by, the forefront of Earth Sciences research, together with a comprehensive understanding of techniques applicable to their own research project, originality and conceptual understanding.
- To develop transferable skills related to problem solving, communication, practical fieldwork, and computing.
- To bring students to a position on graduation that allows them to choose confidently from many different careers, whether within Earth Sciences or not, and enables them to contribute rapidly to their chosen employment.
- In addition those completing the 4-year MEarthSci will:
  - Build on the core knowledge and training of the BA course and develop a more advanced understanding.
  - Undertake a research project that will further develop research skills;
  - Be in a position to start graduate study for a research degree at a leading university either in the UK or overseas or pursue a scientifically based career.

10. Programme outcomes
These are built around the QAA Subject benchmark statements.

A. Students will develop a knowledge and understanding of:

- Fundamental principles of physics, chemistry and biology of relevance to the Earth Sciences
- The general holistic, multidisciplinary and interdisciplinary nature of the Earth Sciences
- The integration of field based, experimental and theoretical principles needed for the Earth Sciences
- Mathematical, quantitative and qualitative approaches and their application to problem solving
- Basic computer programming and numerical methods as applied in the earth sciences

Related teaching/learning methods and strategies

- Lectures are the principal means by which the course content is delivered to the students. Lecturers will generally use lectures to outline the areas of knowledge they wish the student to be familiar with, and to emphasise particularly important concepts.
- Practicals supplement and extend the lecture course, and allow the students to determine whether they really understand the content of the lectures. They also give an opportunity to develop key skills.
- Tutorials provide a flexible forum for small-group teaching. A principal function of tutorials is to develop intellectual skills and allow exploration of a subject beyond the confines set in lectures. This can be tailored to the specific interests of the students and the tutor.
- Fieldwork is an integral part of the course structure. The field courses are designed to build upon theoretical and practical knowledge gained in all aspects of the course.
- Mapping Projects allow students to undertake geological mapping of an area, and develop initiative and self-reliance regarding field observations.
- Independent Research introduces students to scientific research first hand, working with a Faculty member.
- Computing involves the manipulation of numerical datasets and interactive comparisons of observation with models.
- Private study particularly during the vacations is both necessary and expected, as it provides opportunities for consolidation and for reading beyond and around the syllabus.

Assessment

Public (university) examinations are taken in the summer term of each year of the course.

The Preliminary Examination is a pass/fail examination covering the foundation topics of the first year in Earth Sciences. The examination comprises four theory papers and a timed practical. It must be passed (a resit is allowed in September) to proceed further on either of the 3- or 4-year courses. The marks do not count towards the degree classification.

There are two Final Honours Schools - the 3 year BA (Hons) and the 4-year MEarthSci (Hons). Both schools share the same examinations in years 2 and 3.

The Final Examination for the 3-year Honour School in Geology is taken at the end of years 2 and 3. At the end of Year 2 students are required to satisfy the examiners in three papers, including practical components. At the end of Year 3 students must satisfy the examiner in a further seven papers, plus two pieces of independent work. They are required to attend such field courses during each year of study as are approved annually by the Faculty of Earth Sciences, and make available to the examiners practical notebooks containing records of both field and laboratory courses. Marks from the Second Year examination are carried forward to Third Year.
The Final Examination for the 4-year Honour School in Earth Sciences is taken in two parts. Part A of the examination is taken at the end of Years 2 and 3 and is the same as that for the three-year course in Geology above. Part B of the examination is be taken at a time not less than three terms after Part A, and consists of written papers on four subjects chosen from a list published by the Faculty of Earth Sciences, a report on an advanced practical project or other advanced work.

Formative assessments are carried out within the college context through tutorials, classes and termly examinations (collections) and within the context of the teaching laboratories through practicals.

B. Skills and other attributes

These are built around the QAA Subject benchmark statements.

*Students will have the opportunity to develop the following skills during the course:*

2. Intellectual skills

- Appreciation of the holistic, multidisciplinary and interdisciplinary nature of the Earth Sciences
- Appreciation of the unity of underlying physical, chemical and biological principles of the Earth Sciences and their interactions in Earth systems processes
- Ability to recognise and use subject-specific theories, paradigms, concepts and principles (such as plate tectonic theory, evolutionary theory, the principle of uniformity)
- Ability to apply knowledge and understanding to address familiar or unresolved and more open-ended problems using fundamental principles
- Ability to collect, analyse, synthesise, summarise and inter-relate a wide range of phenomena and facts, including unresolved observational and complex information, to formulate and test hypotheses and reach conclusions, using both quantitative and qualitative approaches
- Ability to apply appropriate mathematical or numerical techniques to model geological and geophysical phenomena
- Ability to conduct a logical discussion
- Ability to précis scientific arguments and facts and give succinct and written presentations, using IT based methods where appropriate
- Awareness of the importance of creativity and the scientific imagination in formulating hypotheses from careful observations and analyses

3. Practical skills

These are built around the QAA Subject benchmark statements.

- Appreciation of the paramount importance of high quality field observation and practical skills to Earth systems analysis
- Ability to make and record accurate observations of field phenomena at a range of scales from maps to hand specimens, and to be able to analyse and make scientifically rigorous or testable conclusions from these observations
- Ability to make appropriate use of the terminology, nomenclature and classification systems used in the Earth Sciences (such as crystallography, mineralogy, petrography, biological taxonomy and the Linnean system).
- Ability to carry out accurate measurements using a range of techniques and data acquisition systems
• Ability to integrate field work, experimental and theoretical data

• Awareness of the need for safety in the field and practical laboratories, and ability to ensure safe conduct through risk assessment, awareness of rights of access, relevant health and safety regulations and sensitivity of the investigations on the environment and stakeholders

• Ability to plan, conduct and report on an open ended project, including the use of secondary data

• Ability to reference work in an appropriate manner

**III. Transferable skills**

These are built around the QAA Subject benchmark statements.

**A. Communication skills**

• Receiving and responding to a variety of information sources (e.g. textual, numerical, verbal, graphical) [LTC] [Tt] (U) (C)

• Communicating effectively and appropriately to a variety of audiences in written, verbal and graphical forms [LTC] [Tt] [M] (U) (C)

**B. Problem solving, numeracy and IT skills**

• Problem solving in a variety of contexts, and the ability to relate problems to first principles [LTC] [Tt] (U) (C)

• Appreciation of the issue of sample selection, accuracy, precision and uncertainty, including the collection, recording and analysis of data in the field and the laboratory [LTC] [Tt] [M] (P)

• Ability to prepare, process, interpret and present data using appropriate qualitative and quantitative techniques and packages [LTC] [Tt] [M] (U) (C) (P)

• Ability to solve numerical problems using computer and non-computer based techniques [LTC] [Tt] (U) (C) (P)

• Ability to devise and manipulate mathematical and numerical models [LTC] [Tt] (U) (C) (P)

• Familiarity with IT for documentation production and information retrieval [LTC] [Tt] [M] (U) (C) (P)

• Ability to use the Internet critically as a means of communication and a source of information [LTC] [Tt] (C) (P)

**C. Interpersonal/Teamwork skills**

• Development of organisational skills for practical tasks [LTC] [Tt] [M] (C) (P)

• Ability to identify individual and collective goals and responsibilities and perform in a manner appropriate for these roles [LTC] [Tt] [M] (C) (P)

• Ability to recognise and respect the views and opinions of other team members [LTC] [Tt] [C] [M] (P)

• Ability to evaluate performance as an individual and as a team member [LTC] [Tt] [C] [M] (P)

**D Self management and professional development skills**

• Development of the skills necessary for self-managed and lifelong learning (e.g. working independently, time management and organisational skills) [LTC] [Tt] ([M] C) (P)

• Ability to identify and work towards targets for personal, academic and career development [Tt] [M] (C) (P)
- Development of an adaptable and flexible approach to study and work [Tt] [M] (C) (P)
- Foreign language ability (optional for those who wish to maintain or improve a language) [F]

**Teaching/Learning methods and strategies**

These are built around the QAA Subject benchmark statements.

The teaching and learning skills are acquired through the following methods and strategies. Each symbol is shown in brackets in the list above.

- **LTC:** Lectures, tutorials and classes. Most teaching is in the form of lectures and associated practicals. These may be supported by tutorials and classes according to the needs and interests of the student and the tutor.

- **Tt:** Tutorials and writing up in practicals. Tutorials at Oxford hold a very special place in the expansion of personal Graduate Key Skills (such as intellectual development, self-management, powers of communication).

- **M:** Writing up of field work, independent mapping project, 3rd year essay, 4th year project. Field-based studies allow students to develop and enhance many of the Graduate Key Skills (such as teamworking, problem-solving, self-management, interpersonal relationships), which are of value to employers and for life-long learning, as do the essay and projects.

- **F:** Foreign language tuition is an option that can be taken in the second and third year and is taught by the University Language Teaching Centre. These skills are not assessed by us.

**Assessment**

These are built around the QAA Subject benchmark statements.

The teaching and learning skills are assessed by a combination of the following. Each symbol is shown in brackets in the list above.

- **U:** Unseen written examinations and specific practicals in the computer teaching laboratory. Examinations are rigorously overseen by the Examination Schools, where some of the written examinations may be taken.

- College examinations (organised centrally as departmental collections) are arranged after the Summer vacation and Christmas vacation for those students not sitting a formal examination that term or year. These marks are for assessment of progress and do not count towards the degree.

- **C:** Tutorial collections at the end of each term and written feedback on field notebooks. Each student will receive or hear written feedback on their tutorial work during the term at end of term collections. At Oxford, the reports are for the assessment of progress and do not count towards the final degree class.

- **P:** Fourth year project and assessed short talks in the department and on field courses. The projects are marked formally. The talks are assessed informally.

11. Programme Structures and Features

These are built around the QAA Subject benchmark statements.

- A four year course leading to the degree of Master of Earth Sciences with honours or a three year course leading to the BA (Hons). The first three years are common to both courses.

- The first year covers multidisciplinary, foundation material in Planet Earth, Crystallography, Mineralogy and Petrology, Sedimentology, Palaeontology, Maps and Practical Skills, Chemistry, Physics and Biology and Mathematics. The five Programme Outcomes are introduced here (A1 through
lectures, tutorials, practicals and classes, A2-A5 also through field courses). The Preliminary Examination in Earth Sciences (First Public Examination) is taken at the end of the year (with a resit in September) and must be passed to continue on the course.

- The course leading to MEarthSci occupies the remaining three years leading to examinations at the end of each year. The multidisciplinary and interdisciplinary Programme Outcomes are developed here (A1 through lectures, tutorials, practicals and classes, A2-A5 also through field courses).

- The BA (Hons) course takes two years with exams at the end of the year. The multidisciplinary and interdisciplinary Programme Outcomes are developed here (A1 through lectures, tutorials, practicals and classes, A2-A5 also through field courses).

- The programme is enhanced throughout by tutorial teaching, arranged in association with the colleges. Tutorials reinforce understanding of the fundamental principles in physics, chemistry, biology, mathematics, and in Earth Systems Science. They contribute markedly to the development of personal Graduate Key Skills (such as intellectual development, self-management, powers of communication).

---

### Learning: Year 1

#### Subjects
- Planet Earth
- Fundamentals of Geology
- Chemistry, Physics & Biology
- Mathematics & Computing

**Practicals**

**Problem Classes**

**Field Programme**

#### Assessment (Preliminary Examination in Earth Sciences)
The four written papers, each of 3 hours, must be passed (pass mark 40%) in one examination. Students failing up to two papers may retake these in September. Failure on more than two papers requires all four to be taken again. Practical work is assessed via regular coursework throughout the academic year. The examiners may award a distinction to those who show special merit across all the tests and have passed all papers at one sitting. The first field course takes place in Michaelmas Term and the second at Easter, plus day excursions in Trinity Term.

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### Year 2

#### Subjects
- Sedimentary Geology
- Structural Geology
- Igneous and Metamorphic Petrology
- Maps
- Geophysical Methods
- Mathematics & Scientific Computing
- Isotope Geology
- Thermodynamics
- The Carbon Cycle
- Evolution
- Remote Sensing and Active Tectonics
- Earthquakes & Faulting

**Problem Classes**

**Practical Work**

**Field Programme**

**Independent Mapping Project**

#### Assessment (both MEarthSci and BA)
Three papers, combining theory and practical elements, are taken at the end of the summer term. Two field courses take place, one in Michaelmas Term and one at Easter. A report on an individual mapping
project is undertaken during the summer break and the report submitted at the beginning of Hilary Term of year 3.

**Year 3**

**Subjects (students chose six courses from the following options)**
- Chemistry of Earth’s Interior
- Natural Resources
- Biological & Physical Oceanography
- Volcanology, Igneous Processes & Petrogenesis
- Climate Dynamics
- Quantitative Palaeobiology
- Mathematics for Continua & Vector Calculus
- Geophysics of the Deep Earth
- Plate Tectonics
- Analytical Methods

**Essay**
**Practical Work**
**Field Programme**

**Assessment (both MEarthSci and BA)**
Students have an element of choice as to which major subjects to take this year. An extended essay is to be undertaken in Hilary Term of the third year. Six (chosen out of nine) two-hour theory papers plus one compulsory fieldwork and interdisciplinary paper are taken at the end of the summer term. The Spanish field course takes place at Easter each year.

**Year 4**

**Subjects (students choose four courses from the following options)**
- Environmental Geophysics
- Planetary Sciences
- Structure and Dynamics of the Earth’s Mantle
- Palaeobiology
- Coevolution of Earth and Life
- Rock, and Palaeo-magnetism
- Topics in Climate Science
- Topics in Volcanology

**Project**

**Assessment (MEarthSci)**
Four two hour written papers are taken at the end of Trinity (summer) term. The project is undertaken during Michaelmas, Hilary, and Trinity terms of the 4th year and written up for submission to the examiners on Friday of week 4 of Trinity Term.

There are two field courses at the beginning of the 4th year. Students may go to Bermuda or Greece.

**12. Support for Students and their learning**

- All undergraduates reading Earth Sciences have a college tutor responsible for their academic welfare. This person will normally also hold a university teaching post in the Earth Sciences department. In addition to college tutors, College Deans provide more general welfare support and liaise with the University Counselling Service. Most Colleges are able to house most of their undergraduates throughout the course and provide social and sports facilities.

- During the first three years of the Earth Sciences courses, college tutors are responsible for organising the tutorial and class teaching that complements and exercises the material covered in lectures.
The department has teaching laboratories and collections for Palaeobiology, Mineralogy and Petrology, and computing; these are available to students at all times. Students on projects will also have access to the research laboratories, under strict supervision.

All colleges have good library provision and at university level, the Hooke library provides a lending service for science subjects. Undergraduates are also entitled to make use of the Radcliffe Science Library (non-lending research library). The department also has its own library, with open access, and it is a valuable resource for the students.

The department has a Computing Officer and use of IT and the web is continually expanding. Students have access to computers in college and in the teaching laboratories. Many college rooms have internet access. The network of IT resources and support is extensive, especially the Oxford University IT Services, which provides facilities for undergraduates and graduates, plus an extensive range of training programmes.

Information about the courses is provided in the Undergraduate Course Handbook (distributed at the start of each year to all Earth Science undergraduates in residence) and more information and links to Earth Science sites worldwide are provided by the Earth Science department website (www.earth.ox.ac.uk).

Advice on course content/options for undergraduates is provided by college tutors.

Extensive facilities for language development for personal purposes are available through the University Language Centre.

Regular personal contact between students and tutors ensures that problems are addressed promptly. The University Counselling Service offers a range of assistance.

13. Criteria for Admission

A-Level Mathematics plus either Physics or Chemistry at A-level are required. All three are useful, but candidates lacking one of these core subjects but with an A-level or additional AS-level in Geology, Biology, Further Mathematics, or Geography are also encouraged to apply, as of course are candidates with other qualifications such as the International Baccalaureate, Scottish Highers, etc.

Applications are made to colleges of the University (undergraduates) or the department (graduates). Two meetings of all those involved in college interviewing are held in the department to arrange second round interviews and to ensure that the best qualified candidates overall are offered places.

Tutors are looking for enthusiastic and highly motivated students with the ability to apply basic principles to unfamiliar situations. Offers are made on the basis of a student's academic record, the recommendations of their teachers, and their performance in interviews in December.

The purpose of the interviews is to determine those students, from an excellent calibre of applicants, who might be seen to benefit from the intensive, multidisciplinary, interdisciplinary and tutorial-based learning of the course.

The courses require a good level of mathematical competence, but the key requirement is the ability to formulate a problem quantitatively and to be able to extract the consequences from the solution.

Applicants are expected to meet the University's English Language criteria.

14. Methods for evaluating and improving the quality and standards of learning

The Mathematical, Physical and Life Sciences divisional committees ensure the dissemination of best practice between departments.

The quality of the course is monitored on a regular basis by the Earth Science Faculty (essentially all staff involved in teaching in any capacity) and the Academic Committee. Input to these bodies comes from:
Internal Examiner’s reports
External Examiner’s reports
Earth Science Joint Consultative Committee (staff-student)
Termly student feedback on quality of lectures.

- Student comment on tutorial provision is requested by their colleges and is reviewed by Senior Tutors.
- The External Examiner’s Reports and the response of the department to any issues raised are also considered by the Academic Audit Sub-Committee of the Division of Mathematical, Physical and Life Sciences.
- University reviews of the department are carried out jointly by the division and Education Committee every six years.
- Issues relating to the improvement of teaching can be raised by the processes of mentoring of new lecturers during the five year probation, by feedback during their Oxford Learning Institute (OLI) training, through the divisional academic advisor, and by the appraisal process. Mentoring and arranging training in OLI are the responsibility of the department; the appraisal process is the responsibility of the Divisional Board.
- Accreditation report by the Geological Society of London.

15. Regulation of assessment

Final Examination

- The final examinations are each conducted by a team of 3 internal examiners plus one external examiner. Examiners are currently nominated by the departmental Academic Committee. Acceptance of these examiners is the responsibility of Faculty. The normal term of duty is two years. Examiners are guided by conventions agreed by the Faculty, endorsed by the division, and made available to students in the Course Handbook. Oversight of all public university examinations is carried out by the Junior Proctor and staff. Any complaint or application for mitigation must be made through the Proctor.
- Candidate anonymity is provided by random candidate numbers, known only by Examinations Schools until the final examinations meeting. Dispensation from anonymity has been agreed for the Independent Mapping Project and 4th year Research Project, for practical reasons.
- All Part A and Part B Finals examination material is double marked. Assessors and examiners carefully consider any cases where there is a notable difference between the marks awarded by the two assessors.
- There is an opportunity for candidates who fail any Prelims examinations to resit those papers over the long summer vacation. Part A candidates who fail may be permitted to resit the examination in the following academic year.

The department has adopted the divisional template for class descriptors, as outlined below, but also provides its own more detailed guidance to assessors.

<table>
<thead>
<tr>
<th>Class</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class I</td>
<td>The candidate shows excellent problem-solving skills and excellent knowledge of the material over a wide range of topics, and is able to use that knowledge innovatively and/or in unfamiliar contexts.</td>
</tr>
<tr>
<td>Class II</td>
<td>The candidate shows good or very good problem-solving skills, and good or very good knowledge of much of the material over a wide range of topics.</td>
</tr>
<tr>
<td>Class III</td>
<td>The candidate shows basic problem-solving skills and adequate knowledge of most of the material.</td>
</tr>
</tbody>
</table>
| Class III| The candidate shows reasonable understanding of at least part of the basic material and some problem solving skills. Although there may be a few good answers, the majority of
answers will contain errors in calculations and/or show incomplete understanding of the topics.

**Pass**  The candidate shows some limited grasp of basic material over a restricted range of topics, but with large gaps in understanding. There need not be any good quality answers, but there will be indications of some competence.

**Fail**  The candidate shows inadequate grasp of the basic material. The work is likely to show major misunderstanding and confusion, and/or inaccurate calculations; the answers to most of the questions attempted are likely to be fragmentary only.

16. Indicators of quality and standards

- External Examiners Reports
- Reports of external review bodies (see Sec.13)
- Student feedback
- Review jointly by the division and Education Committee
- The department topped the ranking for research quality in the 2014 Research Excellent Framework with a score of 3.4.
Appendix 3 - STANDING ORDERS

1. Name of Board:
MEarthSci and BA Geology:
Preliminary Examinations ("Prelims")
Finals examinations ("Finals"), which includes Part A (Part A1 - 2nd year, Part A2 - 3rd year) and Part B (4th year)

2. Principal contact for nominations/appointments:
Professor Stuart Robinson/Ms Emma Brown

3. Number of internal examiners:
One Chair plus two internal examiners are required from the Faculty of Earth Sciences for Finals examinations.
One Chair plus two internal examiners are required from the Faculty of Earth Sciences for Prelims examinations.

4. Term of office for internal examiners: The term of office for internal examiners shall be three years, with a maximum of two consecutive terms on the same board of examiners.

5. Term of office for the chair of examiners: The term of office for the chair of examiners shall be one year, which may be renewed once.

6. Number of external examiners and term of office:
One external examiner is required for Part A and one external examiner is required for Part B. The period of office of each external examiner is usually two years with the Part A examiner becoming the Part B examiner in the succeeding year.

No external examiner is required for the Prelims examination.

7. B.A. and M. Earth Sciences
All matters relating to teaching and content of the courses are reviewed by the Teaching Committee which reports to the Faculty.

The Teaching Committee shall ensure that the Course Handbook and the Examination Conventions are reviewed and published annually and will report to the Faculty of Earth Sciences for approval.

8. Nomination of Examiners
The Teaching Committee will consult and recommend to the Faculty on the appointment of internal and examiners.

9. Examiners’ Report
The Teaching Committee shall receive and consider the internal and external examiners' reports on the examinations at the Michaelmas Term meeting. The examiners' reports and a draft response to the comments made by the external examiners will be forwarded in consultation with the internal examiners to the Faculty for approval.

The Teaching Committee also considers the following matters and recommends to the Faculty for discussion and approval:

(i) Quality assurance matters (review of course questionnaires and feedback (monitored by the Chairman) from students
(ii) Reports of the Joint Consultative Committees for Undergraduate (JCCU) and Graduate (JCCG) Studies.

The Teaching Committee will also consider examination conventions and examination regulations and pass these annually to Faculty for approval.

10. Reporting to the MPLS Division
Reports to the MPLS Division are sought at various times of the year, as set out in the EdC/MPLS Quality Assurance and Quality Enhancement Calendar. For example, reports on examination reports are provided at the start of Hilary Term, and are considered by the MPLS Academic Audit Sub-Committee. The
Chairman of the Faculty of Earth Sciences attends meetings of the MPLS Education committee and academic audit sub-committee to ensure good communication, feedback, and sharing good practice.

Appendix 4 - TRAVEL INSURANCE

Travel insurance cover is available to University employees, students and volunteers travelling on University Business.

The travel insurance application form must be completed at the time of booking the trip and presented to the appropriate Departmental Administrator to enable travel insurance cover to be arranged.

Please refer to the University website https://finance.admin.ox.ac.uk/travel-insurance in order to check your eligibility for cover, countries requiring specific referral, cover details, and how to apply.

Please note:

1. You will be required to prepare a full risk assessment for your travel: see details at https://safety.admin.ox.ac.uk/travel-and-fieldwork for details, in order for cover to apply

2. All travel insurance claims are settled net of a standard excess of £50.

3. Please list on this form all personal items over £500 in value for which you require cover. We strongly advise you not to take valuable items with you while travelling.

4. All theft claims must be supported by a local police/security report.

5. All property damage claims must be supported by an estimate for repair, detailing the extent of the damage and the cost of repair. If the item is beyond economical repair a quotation for replacement must be supplied with the claim. You may also be asked to supply a receipt for the original item.

6. Pre-existing medical conditions
The University’s travel policy includes cover for emergency medical expenses resulting from a pre-existing medical condition, however, cover will not operate in respect of journeys taken against the advice of a Qualified Medical Practitioner or where any existing medical condition is not under control and it is foreseeable that medical assistance may be needed on a journey.
It is strongly recommended that if you suffer from a pre-existing medical condition you visit your GP prior to travelling in order to check that you are fit to travel and undertake the duties intended. This will ensure that in the event of a claim, evidence is available to confirm you were not travelling against medical advice and that any existing medical conditions were considered under control at the start of your Journey.

7. Personal Medical Information: Travellers are advised that, in the event of a claim for medical expenses, you will be required to provide personal medical information (by way of the claim form) to the University Insurance Team. This is required by the Insurer in order to settle the claim. In the event that the traveller wishes to keep this information confidential from the University Insurance Team, arrangements can be made for the information to be sent direct to the Insurer.

8. Emergency contact details are available at https://finance.admin.ox.ac.uk/travel-claims-and-emergency-contact and should be taken with you when you travel. The Emergency Assistance Provider MUST be contacted in the event that emergency repatriation is required.
Appendix 5 - DEPARTMENTAL STAFF

A list of key contact contacts for undergraduate students can be found below.

For a full list of staff and researchers, please see the website:

www.earth.ox.ac.uk/people

<table>
<thead>
<tr>
<th>Name</th>
<th>Post</th>
<th>Rm</th>
<th>Tel</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louisa Bailey</td>
<td>Head of Administration and Finance</td>
<td>20.10</td>
<td>72007</td>
<td><a href="mailto:louisa.bailey@earth.ox.ac.uk">louisa.bailey@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Mike Kendall</td>
<td>Head of Department</td>
<td>20.11</td>
<td>72020</td>
<td><a href="mailto:mike.kendall@earth.ox.ac.uk">mike.kendall@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>David Pyle</td>
<td>Undergraduate Advisor</td>
<td>30.04</td>
<td>72019</td>
<td><a href="mailto:david.pyle@earth.ox.ac.uk">david.pyle@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Stuart Robinson</td>
<td>Associate Head of Department for Teaching</td>
<td>40.09</td>
<td>72058</td>
<td><a href="mailto:stuart.robinson@earth.ox.ac.uk">stuart.robinson@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Emma Brown</td>
<td>Academic Administrator</td>
<td>10.33</td>
<td>72043</td>
<td><a href="mailto:emma.brown@earth.ox.ac.uk">emma.brown@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>May Chung</td>
<td>IT Systems Administrator</td>
<td>50.14</td>
<td>82136</td>
<td><a href="mailto:helpdesk@earth.ox.ac.uk">helpdesk@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Liz Crabbe</td>
<td>Academic Administrative Assistant</td>
<td>10.33</td>
<td>82060</td>
<td><a href="mailto:elisabeth.crabbe@earth.ox.ac.uk">elisabeth.crabbe@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Elizabeth Crowley</td>
<td>Librarian</td>
<td>10.07</td>
<td>72050</td>
<td><a href="mailto:elizabeth.crowley@earth.ox.ac.uk">elizabeth.crowley@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Ashleigh Hewson</td>
<td>Building &amp; Facilities Manager</td>
<td>10.32</td>
<td>72054</td>
<td><a href="mailto:ashleigh.hewson@earth.ox.ac.uk">ashleigh.hewson@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Charlie Rex</td>
<td>Outreach and Communications Officer</td>
<td>10.31</td>
<td>72031</td>
<td><a href="mailto:communications@earth.ox.ac.uk">communications@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Claire Rylatt</td>
<td>Administrative Officer (Academic)</td>
<td>10.33</td>
<td>72040</td>
<td><a href="mailto:claire.rylatt@earth.ox.ac.uk">claire.rylatt@earth.ox.ac.uk</a></td>
</tr>
<tr>
<td>Jeanette Stimpson</td>
<td>Receptionist</td>
<td>-</td>
<td>72000</td>
<td><a href="mailto:reception@earth.ox.ac.uk">reception@earth.ox.ac.uk</a></td>
</tr>
</tbody>
</table>
Appendix 6 - LIBRARY INFORMATION

This guide gives an overview of the Departmental Library and introduces some of the other libraries that cover Earth Science subjects. The librarian is here to help you find the resources you need, so please do not hesitate to ask. There are also web pages, which can be found here:

https://www.earth.ox.ac.uk/about/library/

## Opening Hours

Members of the Department have 24-hour swipe access to the Library. The librarian’s working hours are variable but the library is usually staffed between 9am and 1pm each day, and until 2.30pm on Tuesdays. She will be working from home on most Wednesdays.

## Books

Books can be found by searching SOLO, which can be found at:

https://solo.bodleian.ox.ac.uk/primo-explore/search?vid=SOLO&lang=en_US&sortby=rank

This discovery tool gives details of the resources held throughout the libraries of the university (some colleges are not included e.g. University College).

It will indicate:
- the library (for example, books in this library will have the location EAR Main Libr or EAR Basement).
- the shelfmark, which indicates where the book can be found within each library
- the loan status, e.g. ‘Confined’ (when a book is for library use only) or ‘Available’ (when a book can be borrowed).

## Borrowing

To borrow from the library, use the self-check machine.

- Choose ‘Borrow & Renew’
- Scan the barcode on your university card
- Place books on the laminated sign
- A list of books will appear in green once they have been issued
- Select ‘finish’

*Incorrectly issued books will set off the alarm.*

If you set of the alarm:

- Try issuing the book again
- Check if it is a reference book or a confined book - these books must not be taken out of the library.
- If it continues to set off the alarm, leave it on the desk for investigation when the librarian is next available

## Returns

You can return books using the self-check machine

- Select ‘return’
- Place books on the pad
• A list of books will appear when they have been returned correctly
• Press ‘finish’
• Place books on the trolley

*If a hold is activated, put the book in the Returns Box on the librarian’s desk.*

If you encounter any problems, enter your university card barcode and the barcode of the book in the notebook provided.

### Hold Requests

To ensure a book is held for you when it is returned by another reader:

- Sign on to SOLO
- Click ‘Hold’

The librarian will email you when it becomes available.
You will need to scan it out as usual when you collect it.

### Renewals

Renew your books as soon as you receive a ‘Library Reminder’ email.

Sign in to your account on SOLO for:

- A list of books you have on loan
- The date they are due back
- Renewal functions

Books can be renewed 9 times. After that they need to be returned to the library and re-issued (if the book isn’t needed by another reader).

### Fines

Fines are not currently charged - if loans are not returned promptly this will be revised.

### Lost Books

You remain responsible for a book until it is returned.

Do not give books to another reader unless they have been returned and re-issued.

In cases of loss or damage you will be asked to buy a replacement.

**One week before the end of each term all outstanding loans must be returned to the Library. Books may then be borrowed for the vacation.**

### Confined Cupboard

Books kept in the Confined Cupboard must not be taken out of the library.

There is a card at the front of each book:

- Fill in your name and the date borrowed
- Leave the card in the gap on the shelf

Return the book to the librarian’s desk at the end of each day.

### Material in the Basement

Access to the basement material is available on request.

It houses:

- British Geological Survey Memoirs, Regional Guides, Bulletins
- Departmental DPhil Theses
- Ocean Drilling Programme Reports
- Decade of North American Geology
- Departmental Reprints
Several journals are held in the library, but the majority of journals are held in the basement - these can be fetched on request.

Electronic journals are available via SOLO: https://solo.bodleian.ox.ac.uk/primo-explore/search?vid=SOLO&lang=en_US&sortby=rank

**Borrowing journals:**
NO periodicals may be borrowed but can be photocopied. (See [Photocopying](#))

**Maps**

The library holds a good collection of topographical and geological maps as follows:

- Ordnance Survey and foreign topographical maps are kept in the Confined Cupboard
- BGS folded maps are kept in the Confined Cupboard
- Flat BGS maps are in map cabinets in the library (please ask the librarian for keys)
- Foreign geological maps are kept in a variety of map cabinets and drawers (please ask the librarian for access).

The maps are not catalogued on SOLO but the librarian has a database of what is held. Undergraduates are not allowed to borrow them but may use them during the librarian’s working hours. If they are required for longer, they may be used within the library by arrangement.

**Tutorial Boxes**

By the door to the library, on bookcase L-20, there are box files containing copies of articles provided by some tutors - they include articles that are often quoted or that are difficult to obtain. They are arranged by year (and by tutor in a few cases).

**Mapping Reports and Projects**

These can be found in a collection of files on bookcase L-20. They contain a collection of questionnaires about areas mapped in previous years by 2nd year undergraduates. These are arranged by country, and include maps as well as practical hints and tips that are invaluable for planning mapping projects. These are the only copies and must not be taken out of the library.

We have a number of example projects on the shelves, and as posters on the walls.

**4th Year Projects**

Copies of the final projects submitted by 4th Year students are kept in the Confined Cupboard and should be consulted in the same way as the books held there. Please ask the librarian for access to electronic copies of 4th year projects.

**Photocopying**

There are no photocopying facilities in the Library but Undergraduates may use the photocopier which is located behind the reception desk. It costs 5p per page.
Printing

Printing in the department can only be done in the Undergraduate Computing Lab. It is advisable to have a memory stick with you in the library to enable you to download any papers that you find while working there so that you can print them later.

Inter-library Loans

These are arranged through the Radcliffe Science Library. Please ask the librarian for forms. There are also payment tokens available to postgraduates and academics.

There are few rules for the library but they are intended for the benefit of everyone. Guidelines for using the library are as follows:

- The library is a quiet study area.
- Please do not bring any food or milky/sugary drinks into the library at any time.
- Please do not leave any personal belongings on the desks. They will be collected on a regular basis so that all users have free access. There are slots by the Atlases/Outsize material if storage space is needed during lectures.
- If you think you are the last person to leave the library, please switch off the lights!

The Bodleian Libraries

Students also have access to the Bodleian Libraries, including the Radcliffe Sciences Library, and will also have access to college library facilities.

Above all else, please do not hesitate to ask the librarian for help if you require it.

Elizabeth Crowley
Departmental Librarian

Telephone: (2)72050
Email: library@earth.ox.ac.uk
Appendix 7 - ACADEMIC INTEGRITY: PLAGIARISM AND GOOD PRACTICE IN CITATION

Plagiarism is presenting work or ideas from another source as your own, with or without consent of the original author, or by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in manuscript, printed or electronic form, is covered under this definition, as is the use of material generated wholly or in part through use of artificial intelligence (save when use of AI for assessment has received prior authorisation e.g. as a reasonable adjustment for a student’s disability). Plagiarism can also include re-using your own work without citation. Under the regulations for examinations, “intentional or reckless plagiarism is a disciplinary offence.”

The necessity to acknowledge others’ work or ideas applies not only to text, but also to other media, such as computer code, illustrations, graphs etc. It applies equally to published text and data drawn from books and journals, and to unpublished text and data, whether from lectures, theses or other students’ essays. You must also attribute text, data, or other resources downloaded from websites.

Please note that artificial intelligence (AI) can only be used within assessments where specific prior authorisation has been given, or when technology that uses AI has been agreed as reasonable adjustment for a student’s disability (such as voice recognition software for transcriptions, or spelling and grammar checkers).

The best way of avoiding plagiarism is to learn and employ the principles of good academic practice from the beginning of your university career. Avoiding plagiarism is not simply a matter of making sure your references are all correct, or changing enough words so the examiner will not notice your paraphrase; it is about deploying your academic skills to make your work as good as it can be.

Students will benefit from taking an online course which has been developed to provide a useful overview of the issues surrounding plagiarism and practical ways to avoid it.

Plagiarism can take the following forms:

a) Verbatim quotation of other people’s intellectual work without clear acknowledgement. Quotations must always be identified as such by the use of either quotation marks or indentation, with adequate citation. It must always be apparent to the reader which parts are your own independent work and where you have drawn on someone else’s ideas and language.

b) Paraphrasing the work of others by altering a few words and changing their order, or by closely following the structure of their argument, is plagiarism because you are deriving your words and ideas from their work without giving due acknowledgement. Even if you include a reference to the original author in your own text you are still creating a misleading impression that the paraphrased wording is entirely your own. It is better to write a brief summary of the author’s overall argument in your own words than to paraphrase particular sections of his or her writing. This will ensure you have a genuine grasp of the argument and will avoid the difficulty of paraphrasing without plagiarising. You must also properly attribute all material you derive from lectures.

c) Cutting and pasting from the Internet. Information derived from the Internet must be adequately referenced and included in the bibliography. It is important to evaluate carefully all material found on the Internet, as it is less likely to have been through the same process of scholarly peer review as published sources.

d) Professional agencies. You must neither make use of professional agencies in the production of your work, nor submit material that has been written for you. This course of action would be one of the most serious breaches possible of the rules on plagiarism. It is also vital to your intellectual training and development that you should undertake the research process unaided.

e) Collusion. This can involve unauthorised collaboration between students, failure to attribute assistance received, or failure to follow precisely regulations on group work projects. It is your responsibility to ensure that you are entirely clear about the extent of collaboration permitted, and which parts of the work must be your own.

f) Inaccurate citation. It is important to cite correctly, according to the conventions of your discipline. Additionally, you should not include anything in a footnote or bibliography that you have not actually consulted. If you cannot gain access to a primary source you must make it
clear in your citation that your knowledge of the work has been derived from a secondary text (e.g. Bradshaw, D. *Title of book*, discussed in Wilson, E., *Title of book* (London, 2004), p. 189).

g) Failure to acknowledge. You must clearly acknowledge all assistance that has contributed to the production of your work, such as advice from fellow students, laboratory technicians, and other external sources.

h) Autoplagiarism. You must not submit work for assessment which you have already submitted (partially or in full) to fulfil the requirements of another degree course or examination.

The necessity to reference applies not only to text, but also to other media, such as computer code, illustrations, graphs, etc. It applies equally to published text drawn from books and journals, and to unpublished text, whether from lecture handouts, theses or other students’ essays. You must also attribute text or other resources downloaded from web sites.

The University employs a series of sophisticated software applications to detect plagiarism in submitted examination work, both in terms of copying and collusion. It regularly monitors on-line essay banks, essay-writing services, and other potential sources of material. It reserves the right to check samples of submitted essays for plagiarism. Although the University strongly encourages the use of electronic resources by students in their academic work, any attempt to draw on third-party material without proper attribution may well attract severe disciplinary sanctions.

**Online Reading List:**
EARTH_MEarthSci_Referencing, Citation and Academic Writing
[http://readinglists.bodleian.ox.ac.uk/lists/002A6FF2-DBF2-569B-0DC7-307FAE738C7D](http://readinglists.bodleian.ox.ac.uk/lists/002A6FF2-DBF2-569B-0DC7-307FAE738C7D)

For further information see:
[http://www.ox.ac.uk/students/academic/guidance/skills/plagiarism](http://www.ox.ac.uk/students/academic/guidance/skills/plagiarism)
[http://www.ox.ac.uk/students/academic/guidance/skills](http://www.ox.ac.uk/students/academic/guidance/skills)
Complaints and academic appeals within the Department of Earth Sciences

The University, the Division of Mathematics, Physical and Life Sciences and the Department of Earth Sciences all hope that provision made for students at all stages of their course of study will result in no need for complaints (about that provision) or appeals (against the outcomes of any form of assessment).

Where such a need arises, an informal discussion with the person immediately responsible for the issue that you wish to complain about (and who may not be one of the individuals identified below) is often the simplest way to achieve a satisfactory resolution.

Many sources of advice are available from colleges, faculties/departments and bodies like the Counselling Service or the Oxford SU Student Advice Service, which have extensive experience in advising students. You may wish to take advice from one of those sources before pursuing your complaint.

General areas of concern about provision affecting students as a whole should be raised through Joint Consultative Committees or via student representation on the faculty/department’s committees.

Complaints

If your concern or complaint relates to teaching or other provision made by the faculty/department, then you should raise it with Director of Undergraduate Studies (Professor David Pyle) or with the Chair of Faculty (Professor Stuart Robinson). Complaints about departmental facilities should be made to the Head of Administration and Finance (Louisa Bailey). If you feel unable to approach one of those individuals, you may contact the Head of Department (Professor Mike Kendall). The officer concerned will attempt to resolve your concern/complaint informally.

If you are dissatisfied with the outcome, you may take your concern further by making a formal complaint to the Proctors under the University Student Complaints Procedure (https://www.ox.ac.uk/students/academic/complaints).

If your concern or complaint relates to teaching or other provision made by your college, you should raise it either with your tutor or with one of the college officers, Senior Tutor, Tutor for Graduates (as appropriate). Your college will also be able to explain how to take your complaint further if you are dissatisfied with the outcome of its consideration.

Academic appeals

An academic appeal is an appeal against the decision of an academic body (e.g. boards of examiners, transfer and confirmation decisions etc.), on grounds such as procedural error or evidence of bias. There is no right of appeal against academic judgement.

If you have any concerns about your assessment process or outcome it is advisable to discuss these first informally with your subject or college tutor, Senior Tutor, course director, director of studies, supervisor or college or departmental administrator as appropriate. They will be able to explain the assessment process that was undertaken and may be able to address your concerns. Queries must not be raised directly with the examiners.

If you still have concerns you can make a formal appeal to the Proctors who will consider appeals under the University Academic Appeals Procedure (https://www.ox.ac.uk/students/academic/complaints).
Taking a break is good for us. A change of scene or a change of pace can be good for your mental health.

Good mental health for all.

Your Mental Health First Aiders are:

- Emma Smith
- David White
- James King
- Stuart Robinson
- Claire Nicholls
- Darren Hillegonds
- Bruce Level
- Laura Stevens
- Louisa Bailey
- Helen Johnson
- Emma Brown
- Liz Grabbe
- Claire Rylatt
- Sam Barton
Appendix 10 - HARASSMENT

The University condemns Harassment as an unacceptable form of behaviour, and has a service to help staff and students who think they are being harassed in any way.

What can you do?

1. You can talk to your supervisor/line manager or one of the Departmental Harassment Advisors.
2. Contact the University's confidential Harassment Line and ask for a referral to someone outside the Department.
3. Talk to the OUSU Student Advice Service. Tel: (2) 88406 Email: advice@ousu.org

For further advice on dealing with harassment visit: www.admin.ox.ac.uk/cop/harassment/vice
Appendix 11 - Oxford Against Sexual Violence

Oxford Against Sexual Violence is a joint campaign between the University and Oxford University’s student union, Oxford SU, sending a clear message that sexual harassment and violence of any form is never acceptable:

https://www.ox.ac.uk/againstsexualviolence

We are working with students to prevent sexual harassment and violence, and are taking steps to gain a better understanding of the issues at Oxford. Our Consent Matters online training programme is available to all students; and we are in the process of reviewing our consent workshop provision across the institution. We are also exploring how we can learn from student experiences to change our culture.

Sexual harassment and violence is any unwanted sexual behaviour which takes place without consent, whether someone knows the person or not. It can happen regardless of gender, sexual orientation, race, religion or age. It does not always happen in person. It may happen online, for example on social media, via email or messaging.

Sexual harassment and violence can include:

- Catcalling, wolf-whistling, leering, unwanted comments or jokes about a person’s body, clothing or sex life;
- Stalking someone or following them (in person or online);
- Unwanted physical contact, such as groping, sexual assault, abuse or rape;
- Relationship abuse;
- Unwelcome sexual requests; and
- Non-consensual photos like up-skirting or sharing of explicit material.

The Sexual Harassment and Violence Support Service is a safe place for all students to be heard, regardless of age or gender, who have been affected by sexual harassment or violence at any time.

Our team of highly trained Specialist Advisors and an Independent Sexual Violence Advisor (ISVA) provide free and confidential support and advice that is independent of your college or department. From practical support to keep you safe and feeling safe, help with managing the any impact on your studies, and emotional support, we are here to support you at your pace, whatever you choose to do. The University has separate dedicated advisors to support students accused of sexual misconduct.

Current students looking to speak to one of our advisors should email: supportservice@admin.ox.ac.uk.

For further information, see ox.ac.uk/supportservice.

Consent for Students is a free online, interactive consent programme for all students and staff at the University of Oxford. The course covers sexual consent, including the law, myths, and different factors which may affect someone’s understanding and experience of consent. It will also support you to talk about consent with others and provides advice on what to do if you or a friend experiences harassment or violence.
Appendix 12 - Safety

Statement of Safety

DEPARTMENT OF EARTH SCIENCES
STATEMENT OF HEALTH AND SAFETY ORGANISATION

As Head of the Department, I am responsible for ensuring compliance with the University Health and Safety Policy. My responsibilities are set out in Annex A. I have delegated some of these responsibilities to others, as set out in Section 1.

1. EXECUTIVE RESPONSIBILITY

Every employee with a supervisory role is responsible for ensuring the health and safety of staff, students, and other persons within their area of responsibility; and of anyone else (e.g. contractors and other visitors) who might be affected by their work activities. In particular, the responsibilities listed in Annex A are delegated to supervisors for areas under their control.

As it is my duty to ensure adherence to the University’s Health and Safety Policy, I instruct every employee with a supervisory role and the Departmental Safety Officer and the Area Safety Officer to report to me any breach of the Policy.

All those with executive responsibility should notify me and the Departmental Safety Officers and the Area Safety Officer of any planned, new, or newly identified significant hazards in their areas and also of the control measures needed to avert any risks identified.

Where supervisors or others in charge of areas or with specific duties are to be absent for significant periods, adequate substitution must be made in writing to me and such employees and other persons as are affected. Deputising arrangements must be in accordance with University Policy.

The following employees have executive responsibility throughout the Department for ensuring compliance with the relevant part of University Safety Policy:

- The Building & Facilities Manager, Ashleigh Hewson and his Deputy, Jason Dowsing, are responsible for making arrangements for visitors, including contractors, and for ensuring the necessary risk assessments have been made.
- The Chemical and Departmental Safety Officer is Zheyu Tian (Jerry). Jerry is based in office 20.35 and is responsible for the storage of flammable liquids.
- Only Security Services are authorised to carry out emergency rescue operations to free people trapped in lifts. If you are trapped in a lift press the alarm button. This will contact Security Services directly who will arrange for a rescue.
- The person authorised to train and certify individuals for work with hydrofluoric acid is TBC.

In the following parts of the department, the persons named below have executive authority for safety:

Offices, Public Areas, Ashleigh Hewson Deputy: Jason Dowsing
Rooms, Compactor & Stores
Jane Barling is the radiation protection supervisor (RPS) and he is responsible for the day to day coordination of radiation protection arrangements within the Department and supervision or work with ionising radiation, in accordance with the requirements of the Ionising Radiations Regulations 2017. The purpose of this supervision is to ensure compliance with the requirements of the Department’s local rules for work with ionising radiation and the University’s general radiation protection arrangements. The RPS is also responsible for supervising the keeping and use of radioactive materials and the accumulation and disposal of radioactive waste, in accordance with the conditions of the University’s permits under the Environmental Permitting (England and Wales) Regs 2010.

2. ADVISORY RESPONSIBILITY FOR SAFETY
I have appointed those listed overleaf to advise me on matters of health and safety within the Department. If any member of the Department does not take their advice, I must be informed. If they discover danger that requires immediate action, they are authorised to take the necessary action and inform me subsequently.

* **DEPARTMENTAL SAFETY OFFICERS (DSO)**

are responsible for advising me on the measures needed to carry out the work of the Department without risks to health and safety; coordinating any safety advice given in the Department by specialist advisors and the University Safety Office; monitoring health and safety within the Department and reporting any breaches of the Health and Safety Policy to me; informing me and the Director of the University Safety Office if any significant new hazards are to be introduced to the Department.

**DSO (Buildings) - Ashleigh Hewson**
is the contact for all safety issues related to the building, its services and facilities. This also relates to services within the laboratories.

**DSO (Labs) - TBC**
is the contact for all safety issues relating to the use of chemicals and other hazardous substances, machinery and general safety issues.

Further duties of the DSOs are described in the University Policy Statement S1/01. To assist in this work the Department has the following specialist advisors:

* **AREA SAFETY OFFICER (ASO)**

Philip Paling

has been appointed to support the DSOs in their administrative, monitoring and advisory roles. She can be contacted for advice on all safety issues.

* **DEPARTMENTAL FIRE OFFICER**

Ashleigh Hewson

is responsible for advising on all matters relating to fire precautions and fire prevention in compliance with University Health and Safety Policy.

* **DEPARTMENTAL BIOLOGICAL SAFETY OFFICER (BSO) Luke Williams**
is responsible for advice on all matters relating to biological safety and in particular for the implementation of University Policy Statement S5/09. More specific duties of a BSO are described in University Policy Statement S5/09.

* **DEPARTMENTAL ELECTRICAL SAFETY OFFICERS (DESO) Nick Belshaw TBC**

are responsible for advice on all matters relating to electrical safety to ensure compliance with University Health and Safety Policy. They are responsible for approving all electrical designs prior to construction. They are also responsible for designating competent persons to carry out electrical work in a safe manner. More specific duties of DESO are described in UPS S4/10.

* **DEPARTMENTAL LASER SUPERVISOR (DLS) Nick Belshaw**

is responsible for giving advice on the use of laser systems and in particular for the implementation of University Policy Statement S2/09, which also outlines the other duties of a DLS.

* **DEPARTMENTAL FIELDWORK SUPERVISOR (DFS) Joe Cartwright Deputy: Richard Palin**
is responsible for giving advice on safety in fieldwork activities and for ensuring compliance with UPS S5/07 - Safety in Fieldwork.

**DEPARTMENTAL SAFETY ADVISORY COMMITTEE**

In addition to the above arrangements I have set up a Departmental Safety Advisory Committee whose functions are set out in University Policy Statement S2/01 and whose membership comprises:

<table>
<thead>
<tr>
<th>Member</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Kendall</td>
<td>Chairman</td>
</tr>
<tr>
<td>Philip Paling</td>
<td>ASO</td>
</tr>
<tr>
<td>Joe Cartwright</td>
<td>Jane Barling</td>
</tr>
<tr>
<td>James King</td>
<td>Jerry Tian, DSO</td>
</tr>
<tr>
<td>Louisa Bailey</td>
<td></td>
</tr>
<tr>
<td>Ashleigh Hewson</td>
<td>Luke Williams</td>
</tr>
<tr>
<td>Sharon Cornwell</td>
<td>(Secretary)</td>
</tr>
</tbody>
</table>

The purpose of the Committee is to review safety policy for the Department of Earth Sciences and to introduce safety measures relevant to the Department. It meets at least once per term. Its members are empowered to carry out inspections of laboratories and workshops, to identify actual or potential safety hazards and draw them to the attention of those with the executive responsibility for safety in the appropriate area, and to provide advice and assistance in rectifying matters where necessary.
3. TRADES UNIONS AND APPOINTED SAFETY REPRESENTATIVES

University Policy Statement S2/13 sets out the arrangements for dealing with trade unions and their appointed safety representatives. Employees who wish to consult their safety representatives should contact the senior safety representative of the appropriate trade union.

UCU: http://www.oxforducu.org.uk
Unite: http://users.ox.ac.uk/~unite
UNISON: http://users.ox.ac.uk/~unison

4. OTHER FUNCTIONS

First Aid

The following persons are certified first aiders:

Ashleigh Hewson  Claire Rylatt  Conall MacNiocaill
Andrew Walker  James King
Jeanette Stimpson

First aid boxes are available in Reception, the Researcher’s Common Room (5th floor) and outside all laboratory corridor entrance doors.

Manual Handling

The authorised assessor under the Manual Handling Operations Regulations is: Philip Paling

Display Screen Equipment Regulations

The authorised assessor under the Health and Safety (Display Screen Equipment) Regulations is:

Ashleigh Hewson

Accident and Incident Reporting

The person responsible for keeping the accident/incident report forms and for ensuring accidents are promptly reported to the University Safety Office is:

Ashleigh Hewson  Jerry Tian

5. INDIVIDUAL RESPONSIBILITY

All Departmental employees, students and all other persons entering onto the Department’s premises or who are involved in Departmental activities have a duty to exercise care in relation to themselves and others who may be affected by their actions. Those in immediate charge of visitors and contractors should ensure that those persons adhere to the requirements of University Health and Safety Policy.

(i) Laboratory Supervisors must -

a) The ensure routine administration of the departmental rules governing laboratories which is the responsibility of each Laboratory Supervisor. Laboratory risk assessments and COSHH assessments must be made and displayed (see Departmental Safety Policy).

b) The Laboratory Supervisor must ensure that his laboratories are properly organised and operated; that proper instructions and training is given in the use of specialist equipment and that staff, students and visitors conduct themselves in a safe and sensible manner when using the facilities.

c) The Laboratory Supervisor must ensure that the Department’s Laboratory Safety Policy, the University Policy Statements on laboratory safety and the Standards and Code of Conduct are properly applied and understood by everyone using laboratories under their control. In particular, where there is a risk of exposure to hazardous chemicals, laboratory safety rules must be posted in accordance with University Policy Statement S3/01.

d) Ensure that when the operation of laboratories or is completed at change of use or laboratory closure that chemical and general waste is managed correctly.

e) Be responsible for the decommissioning of labs when moving out of a lab space to leave the area safe for contractors or the next occupiers (please speak to the Building Manager or DSO if you need advice):

- The removal of hazardous substances, stored chemicals, prepared solutions, etc. All should be correctly labelled with appropriate identification and any hazard warning labels.
- The removal of any gas cylinders, regulators and associated equipment. The Building Manager should be notified, who will arrange for removal.
• The removal of electrical items, either personal or Department-owned. Any faulty or non-working items should be identified and kept separate.
• The removal of personal belongings including clothing, bags, sports gear, etc. Any items not claimed within a reasonable period will be disposed of.

(ii) Individuals must
a) Make sure that their work is carried out in accordance with University Safety Policy and with departmental policy as detailed in the Statement.

b) Protect themselves and others by wearing the personal protective equipment provided, and by using any guards or safety devices provided.

c) Obey all instruction emanating from the Head of Department in respect of health and safety, or from a DSO or ASO when acting in his name.

d) Warn me, through a DSO or ASO, of any significant new hazards to be introduced or of newly identified significant risks found in existing procedures.

e) Ensure that their visitors, including contractors, have a named contact within the Department with whom to liaise.

f) Report all fires, incidents and accidents immediately to Ashleigh Hewson or Jerry Tian.

 g) Familiarise yourself with the location of firefighting equipment, alarm points and escape routes, and with the associated fire alarm and evacuation procedures.

h) Register and attend for health surveillance with the Occupational Health Service when required by University policy.

(iii) Individuals should:

a) Report any conditions, or defects in equipment or procedures, that they believe might present a risk to their health and safety (or that of others) so that suitable remedial actions can be taken.

b) Offer any advice and suggestions that you think may improve health and safety.

Note that University Policy Statements are available on the web at http://www.admin.ox.ac.uk/safety/policy-statements/.

6. SPECIFIC SIGNIFICANT RISKS
Several activities have been identified as presenting significant risks within the Department. The Department has produced a series of safety policies and guidance, set out over the following pages, which are to be followed by all members of the Department, along with visitors, contractors and others under the control of the Department.

Prof M Kendall
Head of Department

February 2023

RESPONSIBILITIES OF HEAD OF DEPARTMENT

It is my responsibility, as Head of Department, directly or through written delegation -

A. To ensure adherence to the Health and Safety Policy and to ensure that sufficient resources are made available for this.

B. To plan, organise, control, monitor and review the arrangements for health and safety, including the arrangements for students, contractors and other visitors, and to strive for continuous improvements in performance.

C. To carry out general and specific risk assessments as required by health and safety legislation and University Safety Policy.

D. To ensure that all work procedures under my control are, as far as is reasonably practical, safe and without risk to health.

E. To ensure that training and instruction have been given in all relevant procedures including emergency procedures.

F. To inform the University Safety Office before any significant hazards are introduced or when significant hazards are newly identified.

To keep a record of all cases of work related ill health, accidents, hazardous incidents and fires, to report them to the University Safety Office, and to ensure any serious or potentially serious accidents, incidents or fires are reported without delay.
Driving Policy

Departmental Driving Policy

All Departmental personnel who drive vehicles in the course of their duties are to read, understand, sign for and abide by the advice in this Policy. Always remember that you are not only responsible for your own safety and that of other road users, but also of any passengers.

At all times obey traffic laws and drive according to the conditions.

Drugs, Medicines and Alcohol. Drivers taking prescribed drugs/medicines are to ascertain any likely effects on driving ability and are not to drive if impaired. Drivers should not drink any alcohol within 10 hours before starting driving, and must not drive with alcohol in excess of the national limit, nor drink alcohol whilst on driving duties.

Eyesight. Drivers are to ensure that their eyesight conforms to the minimum legal requirement and should ensure that they wear any spectacles or contact lenses required to meet that standard.

Distractions. Drivers are required by law to exercise proper control of the vehicle at all times, and should note that it is illegal to use hand-held mobile phones whilst driving - even hands-free devices constitute a significant distraction and should not be used. Drivers should not attempt to reprogramme Satnavs whilst driving. Smoking is not permitted whilst driving on Departmental business. Excessive audio system volume reduces driver concentration and prevents the hearing of audible warnings, and similarly personal headphones are not to be used whilst driving.

Driving Hours. Plan your journey to ensure that you have enough time to reach your destination, and remain aware to changing road or weather conditions that may demand a re-plan. Drivers are advised to take a 15 minute break every 2 hours, but should not drive continuously for more than 4½ hours without a 45 minute break away from the vehicle. A driver should normally not drive for a total of more than 10 hours in a day, should not be on duty (including call-out responsibilities) for more than 12 hours when they are required to drive, and should ensure that they get at 8 hours uninterrupted rest in between periods of driving duty. When a driver is also required as a demonstrator on a field trip, these duties are exclusive and individuals must not undertake both roles at the same time. Furthermore, should the total day’s driving be long or arduous, then the individual should only be expected to drive, and not to do any demonstrating that day; it is left to the discretion of the field trip leader to determine if an individual could safely drive a short distance to a location and then demonstrate on location. Ultimately, any decision rests with the driver.

Driver Fatigue. Driving when tired greatly increases accident risk. To minimise this risk:

- Make sure you are fit to drive: get a good night's sleep before embarking on a long journey, do not set out if you are tired, and avoid a long drive after having worked a full day.
- Avoid undertaking long journeys between midnight and 6am, when you are naturally less alert.
- Plan your journey carefully and incorporate sufficient breaks, especially when on long journeys involving driving on motorways or other monotonous roads. An effective emergency measure to counter sleepiness is to drink a strong coffee or caffeinated drink and to take a short nap of no longer than 15 minutes.

Further information can be found in the RoSPA guide on Driver Fatigue and Road Accidents: http://www.rospa.com/roadsafety/adviceandinformation/driving/driverfatigue/factsheet.aspx
Seatbelts

All drivers and all passengers are to wear seatbelts when travelling in vehicles.

Routine Checks

Carry out routine vehicle checks before embarking on a journey and daily thereafter: check oil and coolant levels, windscreen wipers and washer water, tyres’ condition and pressure, and lights for serviceability - if a vehicle is unsafe, do not proceed. Make sure you have enough fuel for the journey, and that you have a means to pay for refuels (a fuel card is available for departmental business). Maintain the vehicle cleanliness inside and out, paying especial attention to windows, mirrors, numberplates and lights. In snow and ice conditions ensure that all windows are fully cleared before setting off and that any accumulations of snow are removed from all surfaces of the vehicle. Ensure that seats, mirrors and controls are adjusted before setting off.

Driving Minibuses

No-one is permitted to drive a minibus on Departmental business unless they have first completed the University of Oxford Minibus Driving Assessment. The following restrictions apply to driving minibuses:

- Those who passed their full car driving licence before 1 January 1997 should have retained Category D1 as an automatic entitlement, which allows them to drive any minibus; however such drivers should check your licence, as Category D1 is not always automatically included on any reissue.
- Drivers who obtained their full car driving licence after the 1 January 1997 are only normally permitted to drive a vehicle with up to 8 seats (in addition to the driver); however, volunteers driving for the University are exempt from this requirement and are allowed to drive a minibus with up to 16 passenger seats (in addition to the driver) if:
  - The driver is aged between 21 and 70, and has held a full B licence for at least 2 years.
  - The vehicle has a gross weight of no more than 3500kg (4250kg including any specialised equipment for carriage of disabled passengers). All standard 17-seater minibuses will exceed this limit, as will some 14-15 seat minibuses - ensure you check.
  - There is no trailer attached.

Drivers should be aware that, especially when loaded, a minibus is a heavy vehicle, and therefore braking instability. In addition, UK minibuses will have a speed-limiter fitted which restricts the maximum speed to 62mph (100 kph); minibuses fitted with a limiter cannot therefore use the outside lane of a motorway that has three or more lanes. When reversing you should engage assistance from outside the vehicle if in any doubt - beware the large size and reduced visibility. Drivers should also be aware of the increased possibility of distractions, and should ensure that passengers behave themselves accordingly - as driver, you are the senior person in the vehicle!

Driving Vehicles Off-Road

Vehicles, including the Departmental Land Rover, are not to be driven off road unless appropriate training has been undertaken; this is a statutory responsibility under the Provision and Use of Work Equipment Regulations 1998.

- Appropriate training means a structured off-road driving course of at least one full day’s duration certified by a recognized accrediting body, eg the Sector Skills Council for Land-based and Environmental (LANTRA), the British Off-Road Driving Association (BORDA), or the Royal Society for the Prevention of Accidents (RoSPA). An ‘off-road experience’ is not appropriate training.
- Off-road is defined as driving on anything other than a well-found, surfaced road or track; note that a road does not necessarily have to be surfaced in asphalt or concrete, but should not, eg be severely rutted nor
have excessive gradients. Clearly this is a subjective judgement and will be dependent on conditions - the individual therefore has to take responsibility for their actions. Other than on snow and ice, if you need to engage 4WD, then you are off-road!

Evidence of appropriate training is to be evidenced to the Building Manager in advance should an individual wish to use the Department Land Rover or hire vehicle off-road.

Users should be aware that even on-road, 4x4 vehicles have a higher centre of gravity and do not handle like a car, braking distances will be longer and acceleration less brisk, and controls and steering heavier and less precise with a much larger turning circle; drivers should therefore adapt their driving style accordingly. Unless they have previous experience, drivers of the Departmental Land Rover must have first carried out a familiarization drive with the Building Manager.

Breakdown. In the event of a breakdown:

- Get your vehicle off the road if possible and warn other traffic by using your hazard warning lights, particularly if your vehicle is causing an obstruction.
- Put on available reflective jackets/vests.
- If on a motorway or if you have any fear that your vehicle may be struck by other traffic, get all passengers out on the nearside, and wait well away from the traffic, preferably behind a barrier. Only attempt to fix a vehicle if safe and within your ability; otherwise call out the breakdown service. Do not attempt to fix your vehicle on a motorway.
- Unless on a motorway, if it is safe and you have one, put a warning triangle or other warning device on the road at least 45 m behind your vehicle on the same side of the road.
- Keep your sidelights on if it is dark or visibility is poor.
- Do not stand (or let anybody else stand) between your vehicle and oncoming traffic, or where you will prevent other road users seeing your lights.
- If you have used a warning triangle or device, retrieve it if safe to do so when appropriate.

Accidents. If you have an accident or damage occurs to the vehicle, then your first actions are to ensure the safety of you and your passengers. You must also complete a University of Oxford Vehicle Claim Form, a hard copy of which is in hire vehicle pack-ups or it can be found at: http://www.admin.ox.ac.uk/media/global/wwwadminoxacuk/localsites/finance/documents/forms/insurance/motorclaim.doc. It should be submitted ASAP to Reception@earth.ox.ac.uk or by Fax on 01865 272072. A photographic record should be taken whenever possible as well as obtaining any witness statements or police reports.

Driving Overseas

Driving overseas can be very different to driving in the UK, eg: road and weather conditions; signposting and hazard warnings; adherence to traffic rules, and enforcement thereof; and standards of driving and attitude to risk. Ensure that you are familiar with and obey appropriate traffic rules and procedures, and research the driving conditions, customs and expectations in the country you are visiting - a good start is the FCO advice at https://www.gov.uk/foreign-travel-advice which includes sections on Road Travel in the Safety and Security sections of the individual country pages.

Whilst a UK licence will be valid in EU/EEA nations and in Switzerland, different minimum age limits apply, and you may need an International Driving Permit for driving elsewhere - check at http://www.theaa.com/getaway/idp/ - holders of other national licences should check applicability. You may have to carry additional items of safety or breakdown equipment depending on the country in which you are driving - guidance can be found on the FCO website or at:
http://www.theaa.com/motoring_advice/touring_tips/compulsory_equipment.pdf - if you are required to carry additional items then these should be arranged through Reception at least 10 working days in advance.

For the main overseas Undergraduate Field Trips locations, we offer the following driving advice:

**Greek Field Course.** The Mainland Greece section of the Field Trip travels some long distances over varying standards of road, including some tracks and narrow roads in mountainous areas; however, road conditions are generally good and roads well maintained, although roadworks are often not well signposted and are less well regulated than in the UK, with interesting diversions. Local driving standards can be variable, and traffic laws are not always widely observed; furthermore, local customs (eg use of hard shoulder as an additional lane) can be confusing and should be observed with caution. Driving and navigating in towns and cities can be chaotic. Due to the more challenging nature of the driving, drivers selected for the Greek field trip should either have already driven on the Spanish trip, or already have significant experience both driving overseas and driving minibuses or larger vehicles. Specific advice can be found at: https://www.gov.uk/foreign-travel-advice/greece/safety-and-security http://www.rac.co.uk/travel/driving-abroad/countries/greece http://www.theaa.com/motoring_advice/touring_tips/greece.pdf http://ec.europa.eu/transport/road_safety/going_abroad/greece/index_en.htm

**Confirmation of Understanding**

All drivers of vehicles owned or hired by the Department are to read and sign as having understood this policy before driving. Signed forms are to be forwarded to, and will be held by, HR.

I confirm that I have read and understood the above Driving Policy:

Signed: Name: Date:

*Copy to be filed with HR*
Appendix 13 - THE LINKS BETWEEN RESEARCH AND TEACHING

The Department of Earth Sciences has an international reputation for its research profile, and there are many benefits to the processes of teaching and learning that follow from this high level of research activity. All of the tutors and lecturers with whom you will interact over the duration of your course are employed not only to teach you, but are also actively engaged in research. Many of the individual academic staff in the department are known internationally as leaders in their own specialist fields.

The impact that this research has on teaching takes many forms - ranging from the introduction of new ideas into lectures, practical and field classes and tutorials, to the opportunities that you will have to engage in research in the fourth year of the course. In turn, teaching also has an impact on our research. Nothing exposes the weakness of an idea or an argument quite as much as when you have to explain it to an audience, as you will find out in tutorials and seminars throughout the course.

The article below, which was written by Philip England, explains the way that field work, in particular, helps to build the relationships between students and lecturers in the department.

Earth Science students experience particularly informal social and working relationships with academics, rooted in the nature of field work that gradually includes them into the scholarly community.

The core aspect of Oxford undergraduate teaching is close contact between the student and people engaged in research at the highest international level, and that contact is often identified with the traditional one-on-one or two-on-one tutorial. The purpose of this article is to describe the interactions within a small science department, and to suggest that there are additional routes towards the same quality of experience.

Earth Science is, to first order, not taught in schools, and most applicants to our undergraduate course have been attracted to the subject through their individual curiosity about some aspect of geology - earthquakes, volcanoes, evolution of life, and the origin of the solar system are common examples. The goal of our course is to give students the analytical and observational apparatus to convert that curiosity into an effective tool for investigation of the (always inextricably interlinked) physical, chemical, and biological processes that govern the evolution and present state of the planet upon which we live. When we discuss how we try to achieve this goal we rarely discuss teaching strategies or learning outcomes, because we regard the undergraduate experience as more akin to an apprenticeship than to four years of formal teaching.

Fieldwork is a central aspect of Geology and, almost irresistibly, it imposes a flavour upon our teaching. In a tutorial, even with the most able students, the tutor always has some element of control: topics can be specified, limits of discussion can be defined and, if all else fails, one can escape at the end of the hour. A day in the field typically involves more than 12 hours of close-contact teaching, in which the agenda is set by the observations that the students make, and the questions that they pose. Frequently, those questions have no known answer. Even if one wished to claim Olympian omniscience, that bubble would be pricked by the unexpected or inexplicable observation; there is no place to hide. The nature of field teaching forces the teacher to treat the experience as a collaborative enterprise in interpretation of the aftermath of Nature’s experiments, rather than as the transfer of received wisdom from the old to the young.

It is also the case that ties between students and their college tutors remain strong. Earth Sciences is a very diverse discipline, and undergraduates reflect the interests of their tutors to a greater degree than is explicable by pure chance. However, because the undergraduates know the personalities and interests of the academic staff they can make informed choices about the route through their education and by the time they embark on their 4th-year research project, they are usually grappling with a problem in which they have a close personal interest. We believe that an environment that minimizes the barriers between staff and students is essential if our students are to effect the transition from the memory-driven toils of A-level to free-standing members of the research community.