Teaching and Examination Regulations

Master's programmes Faculty of Humanities

Academic year 2020-2021
A. Faculty section

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Section A: Faculty section

1. General provisions

Article 1.1 Applicability of the Regulations

1.	These Regulations apply to anyone enrolled in the programme, irrespective of the academic year in which the student was first enrolled in the programme.	Advice OLC, approval FGV (9.38 sub b)
2.	These Regulations become effective on 1 September 2020	Advice OLC, approval FGV (9.38 sub b)
3.	An amendment to the Teaching and Examination Regulations is only permitted to concern an academic year already in progress if this does not demonstrably damage the interests of students.	Advice OLC, approval FGV (9.38 sub b)

Article 1.2 Definitions

The following definitions are used in these Regulations (in alphabetical order):

a. academic year: the period beginning on 1 September and ending on 31 August of the

following calendar year;

b. CvB: the Executive Board of Vrije Universiteit Amsterdam.c. EC (European Credit): an EC credit with a workload of 28 hours of study;

d. educational component: a unit of study of the programme within the meaning of the WHW;

e. examination: the final examination of the Master's programme;

f. FGV: Faculty joint assembly – assembly of the faculty student council and faculty

staff council;

g. interim examination: an assessment of the student's knowledge, understanding and skills relating

to a course component. The assessment is expressed in terms of a final mark. An interim examination may consist of one or more partial examinations. A resit always covers the same material as the original

interim examination;

h. joint degree: a degree awarded by an institution together with one or more institutions

in the Netherlands or abroad, after the student has completed a study programme (a degree programme, a major or a specific curriculum within a degree programme) for which the collaborating institutions are jointly

responsible;

i. OLC: programme committee; j. period: a part of a semester;

k. practical exercise: the participation in a practical training or other educational learning

activity, aimed at acquiring certain (academic) skills. Examples of practical

exercises are:

o researching and writing a thesis or dissertation

o carrying out a research assignment

o taking part in fieldwork or an excursion

o taking part in another educational learning activity aimed at

acquiring specific skills, or

participating in and completing a work placement;



I. programme: the totality and cohesion of the course components, teaching

activities/methods, contact hours, testing and examination methods and

recommended literature;

m. SAP/SLM: the student information system (*Student Lifecycle Management*);

n. semester: the first (September - January) or second half (February - August) of an

academic year;

o. specialization optional route of study within a degree programme indicating a deepening

of the inter- and/or multidisciplinary context of the programme;

p. study guide: the guide for the study programme that provides further details of the

courses, provisions and other information specific to that programme. The

Study Guide is available electronically at:

https://www.vu.nl/en/study-guide/;

q. study monitor (studiemonitor): dashboard for students and academic advisors with data of the student and

that provides insight into the student's study progress;

r. subject see 'educational component';

s. track full route of study within a broad bachelor's or master's degree programme

or a fully English-language route of study within a Dutch-language

bachelor's or master's degree;

t. thesis: a component comprising research into the literature and/or contributing to

scientific research, always resulting in a written report;

u. university: Vrije Universiteit Amsterdam;

v. WHW: the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs

en Wetenschappelijk Onderzoek);

w. workload: the workload of the unit of study to which an interim examination applies,

expressed in terms of credits = EC credits (ECTS = European Credit and Transfer Accumulation System). The workload for 1 year (1,680 hours) is 60

EC credits.

The other terms have the meanings ascribed to them by the WHW.

2. Study programme structure

Article 2.1 Structure of academic year and educational components

1.	The study programme will be offered in a year divided into two semesters.	Ordinance CvB
2.	Every semester consists of three consecutive periods of eight, eight and four weeks	Ordinance CvB
3.	An educational component comprises 6 EC or a multiple thereof.	Ordinance CvB
4.	By way of exception to paragraph 3, the Executive Board may in special cases and on request of the Faculty Board, stipulate that a unit of study comprises 3 EC or a multiple thereof.	Ordinance CvB

3. Assessment and Examination

Article 3.1 Signing up for education and interim examinations

1.	Every student must sign up to participate in the educational components of the	Ordinance CvB
	programme, the examinations and resits. The procedure for signing up is described in an	
	annex to the Student Charter.	
2.	Signing up may only take place in the designated periods.	Ordinance CvB



Article 3.2 Type of examination

1.	At the examiner's request, the Examinations Board may permit a different form of	Advice OLC,
	interim examination than is stipulated in the study guide.	Approval FGV
	miterial examination than is supulated in the study balde.	(7.13 l)

Article 3.3 Oral interim examinations

Ī	1.	An oral assessment is public unless the Examinations Board in special cases determines	Advice OLC;
		otherwise.	approval FGV
			(7.13 I and n)

Article 3.4 Determining and announcing results

1.	The examiner determines the result of a written interim examination as soon as possible,	Ordinance CvB
	but at the latest within ten working days. By way of departure from that stipulated in the	
	first clause, the marking deadline for theses and other final projects (NB: this does not	
	include tests, such as written assignments or papers, at the end of regular educational	
	components) is no longer than twenty working days. The examiner will then immediately	
	ensure that the marks are registered and also ensures that the student is immediately	
	notified of the mark, taking due account of the applicable confidentiality standards.	
2.	The examiner determines the result (i.e. mark) of an oral examination as soon as	Advice OLC;
	possible, but at the latest within two working days after the examination has finished	approval FGV
	and informs the student accordingly. The third clause of the first paragraph applies.	(7.13 o)
3.	In the case of forms of examination other than oral or written examinations, the	Advice OLC;
	Examinations Board determines in advance how and by what deadline the student will	approval FGV
	be informed of the results.	(7.13 o)

Article 3.5 Examination opportunities

	··	
1.	a. Per academic year, two opportunities to take examinations per educational	Ordinance CvB
	component will be offered.	
	b. By way of exception to a., the options for retaking practical components, work	
	placements and theses are detailed in the relevant work placement manual, teaching	
	regulations or graduation regulations.	
2.	The most recent mark will apply in the event of a resit. A retake is allowed for both	Ordinance CvB
	passed and failed units of study. If the student passes the thesis, other final projects or	
	essay exams, a retake is not allowed.	
3.	The resit for a (partial) interim examination must not take place within ten working	Advice OLC;
	days of the announcement of the result of the (partial) examination being resat, and	approval FGV
	not before the student has been able to inspect their former examination.	(7.13 j)
4.	The Examination Board may allow a student an extra opportunity to sit an examination	Ordinance CvB
	if that student:	
	a) is lacking only those credits to qualify for their degree; and	
	b) has failed the examination during all the previously offered attempts unless	
	participation in an examination was not possible for compelling reasons.	
	The extra opportunity can only be offered if it concerns a written examination, a paper	
	or a take home examination. This provision excludes the practical assignments and the	
	Master's thesis. Requests for an additional examination opportunity must be	
	submitted to the Examination Board no later than 1 July. If necessary, the method of	
	examination may deviate from the provisions in the study guide.	
5.	If an educational component is no longer offered in the academic year following its	Advice OLC,
	termination, at least one extra opportunity will be provided to sit the interim	approval FGV (7.13 j)
	examination(s) or parts thereof and a transitional arrangement will be included in the	(7.13]]
<u> </u>		l .



programme-specific section for the subsequent period.	programme-specific section for the subsequent period.	
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Article 3.6 Marks

1.	Marks are given on a scale from 1 to 10 with no more than one decimal point.	Ordinance CvB
2.	The final marks are given in whole or half points.	Ordinance CvB
3.	In deviation from paragraph 2, final marks between 5 and 6 will be rounded off to whole marks: up to 5.50 rounded down; from 5.50 rounded up. To pass a course, a 6 or higher is required.	Ordinance CvB
4.	The Examination Board can allow to use symbols rather than numbers, for example; v(oldaan) [i.e. passed], g(oed) [i.e. good], n(iet)v(ol)d(aan) [i.e. not passed], etc.	Ordinance CvB

Article 3.7 Exemption

1.	At t	he written request of the student, the Examination Board may exempt the student	Advice OLC;
	froi	m taking one or more examination components, if the student:	approval FGV (7.13 r)
	a)	has passed a course component of a university or higher professional education	(7.151)
		programme that is equivalent in terms of content, level and size;	
	b)	has demonstrated through his/her work and/or professional experience that he/she	
		has sufficient knowledge and skills with regard to the relevant course component.	
2.	The	Master's thesis is excluded from this exemption possibility.	Advice OLC;
			approval FGV
			(9.38 sub b)

Article 3.8 Validity period for results

1.	The validity period of interim examinations passed and exemptions from interim	Legal provision
	examinations is unlimited, unless otherwise specified in Section B.	
2.	The validity period of a partial examination is limited to the academic year in which it	Advice OLC;
	was sat or until the end of the unit of study concerned, as stipulated for the relevant	approval FGV
	unit of study in Section B.	(9.38 sub b)

Article 3.9 Right of inspection and post-examination discussion

1.	Within twenty working days after the announcement of the results of a written interim examination, the student can, on request, inspect their assessed work, the questions and assignments set in it, as well as the standards applied for marking. The place and time referred to in the previous clause will be announced at the time of the interim examination or on VUnet or Canvas.	Advice OLC; approval FGV (7.13 p en q)
2.	If a collective post-examination discussion has been organized, individual post- examination discussions will be held only if the student has attended the collective discussion or if the student was unable to attend the collective discussion through no fault of their own.	Advice OLC; approval FGV (7.13 q)
3.	Students who meet the requirements stipulated in paragraph 1 can submit a request for an individual post-examination discussion to the relevant examiner. The discussion shall take place at a time and location to be determined by the examiner.	Advice OLC; approval FGV (7.13 p en q)

4. Academic student counselling and study progress

Article 4.1 Administration of study progress and academic student counselling

1.	The faculty board is responsible for the correct registration of the students' study	Advice OLC;
	results. After the assessment of an educational component has been registered, every	approval FGV
	results in the discussificate of all educational component has been registered, every	(7.13 u)



	student has the right to inspect the result for that component and also has a list of the results achieved at their disposal in VUnet.	
2.	Enrolled students are eligible for academic student counselling. Academic student counselling is in any case provided by a. The Student General Counselling Service b. Student psychologists c. Faculty academic advisors	Advice OLC; approval FGV (7.13 u)

Article 4.2 Facilities for students with a disability

1.	A student with a disability can, at the moment of registration via VUnet, or at a later instance, submit a request to qualify for one or more special facilities with regard to teaching, practical training and interim examinations. These facilities will accommodate the student's individual disability as much as possible, but may not alter the quality or degree of difficulty of a unit of study or an examination. In all cases, the student must fulfil the exit qualifications for the study programme.	Advice OLC; approval FGV (7.13 m)
2.	The request referred to in the first paragraph must be accompanied by a statement from a doctor or psychologist. If possible, an estimate should be given of the potential impact on the student's study progress. In case of a chronic disability a single (one time) request suffices.	approval FGV (7.13 m)
3.	Students who have been diagnosed with dyslexia must provide a statement from a BIG, NIP or NVO registered professional who is qualified to conduct psychological evaluation.	Advice OLC; approval FGV (7.13 m)
4.	The faculty board, or the responsible person on behalf of the faculty board, decides on teaching facilities and facilities regarding logistics. The Examinations Board will rule on requests for facilities with regard to examinations.	Advice OLC; approval FGV (7.13 m)
5.	In the event of a positive decision in response to a request as referred to in paragraph 1, the student can make an appointment with the academic advisor to discuss the details of the provisions.	Advice OLC; approval FGV (7.13 m)
6.	A request for one or more facilities can be refused if it would place a disproportionate burden on the organization or the resources of the faculty or university were it upheld.	Advice OLC; approval FGV (7.13 m)
7.	If the disability justifies an extension of the interim examination time, the responsible person on behalf of the Examinations Board will register in SAP this entitlement to an extension. If a disability justifies other measures to be taken, the academic advisor can take the necessary measures. The student can consult the study monitor to check which facilities have been granted to him/her.	Advice OLC; approval FGV (7.13 m)
8.	The decision as referred to in paragraph 5 may specify a limited validity of the facilities granted.	Advice OLC; approval FGV (7.13 m)

5. Hardship clause

Article 5.1 Hardship clause

In instances not regulated by the Teaching and Examination Regulations or in the event of demonstrable extreme unreasonableness and unfairness, the faculty board responsible for the study programme will decide, unless the matter concerned is the responsibility of the Examinations Board.

Advice OLC; approval FGV (9.38 sub b)

Advice by the Programme Committees, d.d. 3, 15, 17, 20, 21, 22 April 2020 and 25, 26 May 2020 Approved by the Faculty Joint Assembly on 12 June 2020 Adopted by the Board of the Faculty of Humanities on 7 July 2020



Teaching and Examination Regulations

Master's programme in Archaeology Faculty of Humanities

Academic year 2020-2021

- B1. Programme specific section general provisions
- B2. Programme specific section content of programme

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Section B1: Programme specific – general provisions

6. General programme information and characteristics

Article 6.1 Study programme information

1.	The programme in Archaeology CROHO number 60805 is offered on a full-time basis.	Advice OLC; approval FGV
		(7.13 i)

Article 6.2 Teaching formats used and modes of assessment

1.	The degree programme uses the following teaching formats:	Advice OLC;
	• Lecture	approval FGV
	Online lecture	(7.13 x)
	• Seminar	
2.	The degree programme uses the modes of assessment listed below, as written in the	Advice OLC;
	study guide. The modes of assessment that the student actually encounters can	approval FGV
	depend on the specialization they choose.	(7.13 l)
	Written examination	
	(Written) assignment	
	• Participation	
	• Paper	
	• Presentation	
	• Discussion	
	• Thesis	

Article 6.3 Academic student counselling

1.	The programme offers the following counselling in addition to the student counselling	Advice OLC;
	mentioned in Section A: Tutorage	approval FGV
	mentioned in Goodlen's in Face age	(7.13 u)

7. Further admission requirements

Article 7.1 Intake date(s)

The programme starts on September 1.	Advice OLC;
	approval FGV
	(9.38 sub b)

Article 7.2 Admission requirements

1. Adm	ission to the Master's programme is possible for an applicant who has obtained	Partly legal provison
a Bache	lor's degree at an institution of academic higher education, which	& ordinance CvB
	strates the following knowledge, understanding and skills:	Admission
a.	knowledge and understanding: knowledge and understanding of current	requirements
	research methods and theories within the field of Archaeology or Ancient	excepted from
	Studies	participation in
	Studies	WHW
b.	knowledge and understanding: basic knowledge and understanding of the	
	material culture and historical frameworks of Mediterranean or European	
	Archaeology	
_	<u> </u>	
C.	skills: the ability to carry out a survey of (material) sources and secondary	



literature and to derive from this a 'status quaestionis' Admission to the Master's programme is possible for an applicant who has obtained an academic (WO) Bachelor's degree in: a) Archaeology; b) Geo-Archaeology; c) Ancient Studies (Oudheidwetenschappen); d) Anthropology (with a minimum of 30 EC taken in the field of Archaeology or Material Culture Studies); e) a similar degree programme with a relevant specialization. Admission to the Master's programme is also possible for an applicant who has obtained a Bachelor's degree (HBO) in Archaeology from the Saxion University of Applied Sciences provided that he has completed the minor Archaeology for Saxion students at the Vrije Universiteit. 2. Applicants with a bachelor's degree obtained at an institution outside the Advice OLC; approval FGV Netherlands may be asked for additional methods to prove that they meet the (9.38 ub b) admission requirements. Advice OLC; 3. An applicant should demonstrate that he or she has sufficient level of proficiency approval FGV in English by meeting at least one of the following standards, no more than two (2) (9.38 ub b) years before the start of the programme at the VU: (academic) IELTS: 7.0, with a minimum of 6.5 on each item TOEFL paper based test: 600, with a minimum of 55 on each component and 4.0 in TWE; TOEFL internet based test: 100, with a minimum of 22-23 on each component. Advice OLC: 4. Applicants who: approval FGV completed an English-taught secondary or higher education degree in Canada, (9.38 sub b) the United States, the United Kingdom, Ireland, New Zealand or Australia or have earned a Bachelor's or Master's degree in an English-taught programme accredited by NVAO in the Netherlands, or have earned a Bachelor's or Master's degree in an accredited English-taught programme in another member state of the European Union, or have obtained a Cambridge Certificate of Proficiency in English (CPE) or a Cambridge Certificate of Advanced English (CAE) with a score of A, B, C are exempted from the requirements referred to in paragraph 3.

8. Interim examinations and results

Article 8.1 Sequence of interim examinations

1.	Students may participate in interim examinations or practical exercises of the	Advice OLC;
	components below only if they have passed the interim examination or	approval FGV
	examinations for the components mentioned hereinafter: Not applicable.	(7.13 h, s & t)

Article 8.2 Validity period for results

1	If the student's knowledge assessed is demonstrably outdated, or if the student's skills	Advice OLC;
	assessed are demonstrably outdated, the Examination Board may impose a	approval FGV
	supplementary or replacement examination for a course for which an examination was	(7.13 k)
	passed more than 6 years ago.	



Section B2: Programme specific – content of programme

9. Programme objectives, tracks/specializations, exit qualifications and language

Article 9.1 Workload

Γ	1.	The programme has a workload of 60 EC	Advice OLC;
			(7.13 a)

Article 9.2 Tracks and/or specializations

The programme has the following specializations:	Approval OLC
- European Archaeology	(7.13 b)
- Mediterranean Archaeology	

Article 9.3 Programme objective

The Master Archaeology is intended to equip the student with such knowledge and skills and	Advice OLC;
such insight into the subject area of Archaeology that the graduate is able to perform an	(7.13 a)
independent and professional function at an advanced academic level and has the basic	
competencies that are a condition for admission to a PhD trajectory.	

Article 9.4 Exit qualifications

1. Academic ability			
Stu	Students who have completed the Master's degree programme:		
	1.	have insight into the key research methods in the field;	
	2.	are able to interpret, assess and take an individual position on academic practice –	
		and the results thereof – within the field of study;	
	3.	are able to assess the academic practice in line with the Netherlands Code of	
		Conduct for Academic Practice (see the website of the NWO: Netherlands Code of	
		Conduct for Research Integrity);	
	4.	are able to assess relevant academic literature;	
	5.	are able to independently formulate questions with regard to the field of study, to	
		operationalise those questions and represent them in a research plan;	
	6.	are able to independently carry out research in the field of study and report on that	
		research orally and in writing in a way that complies with the common academic	
		conventions in the field of study;	
	7.	are able to present any scientific knowledge and insights gained during the degree	
		programme and transfer them to a broader audience than the academic	
	_	community;	
	8.	are able to answer scientific questions using knowledge of a specialism within the	
	_	degree programme;	
	9.	are able to work in a team and give and incorporate feedback in a constructive way.	
2.		gramme-specific exit qualifications	Approval OLC
		dent who has completed the Master's degree programme:	(7.13 b)
1.		uld be able to connect the scientific knowledge and insights in their field of study	
_	_	ned during the degree programme with social issues;	
2.		uld be able to reflect on the implications of the insights in their own field or	
2		cipline to relevant institutional contexts.	
3.		advanced knowledge and understanding of the material culture and historical	
4		neworks of a specific period or region of Mediterranean or European Archaeology	
4.		knowledge and understanding of the most important theoretical and thodological approaches in Mediterranean or European Archaeology or one of its	
		-areas	
5.		apply acquired knowledge and insight into material culture, methods and theoretical	
٦.	call	apply acquired knowledge and maight into material culture, methods and theoretical	



	approaches to new case studies	
6.	can interpret contemporary scientific practice within the discipline - and its results - and reflect on it critically	
7.	can independently formulate questions in the field of the discipline, select suitable datasets and methods for the answering and process all of these in a research plan;	
8.	can independently conduct research in the field and report on this in an oral and written manner in a manner that meets the academic conventions customary in the field.	
3. I	Language proficiency may be taken into account in the assessment of (interim)	Approval OLC
exa	aminations	(7.13 c)

Article 9.5 Language of instruction

1.	The language of instruction is English.	Approval OLC (9.18)
2.	The 'Gedragscode vreemde taal' (code of conduct foreign languages) applies.	Ordinance CvB

10. Curriculum structure

Article 10.1 Composition of the programme

1.	The programme comprises at least a package of compulsory components and an	Ordinance CvB
	individual Master's thesis or academic internship.	
2.	The Master's thesis is among the compulsory components of this programme.	Advice OLC;
	Additionally the programme can offer:	(7.13 a)
	- Practical exercises	
	- Electives	
3.	Educational components are categorized as specialized (400), research oriented (500)	Ordinance CvB
	and highly specialized (600) level.	

Article 10.2 Compulsory educational components

See appendix 2. A detailed description per educational component can be found in the Study	Advice OLC;
Guide.	(7.13 a)

Article 10.3 Elective educational components

1.	See appendix 2. A detailed description per educational component can be found in the	Advice OLC;
	Study Guide.	(7.13)
2.	If the student wishes to take a different educational component than listed, advance	Advice OLC;
	permission must be obtained in writing from the Examinations Board.	(7.13 a)

Article 10.4 Practical exercise

The following components can be considered as practical exercises:				Approval OLC (7.13 d)
Name of educational component	course code	nr of EC	level	
Thesis Archaeology	L_AAMAARCSCR	18	400	
Research Lab 1: From Finds to People	L_BMMAARC014	6	400	
Research Lab 2: Archaeological Materials	L_BAMAARC022	6	400	
Digital Practice in Archaeology	L_AAMAARC022	6	400	
Archaeology or Heritage in Practice	L_AAMAARC021	6	400	



Article 10.5 Participation in practical exercises and seminars

1.	In the case of a practical training, the student must attend at least 80 % of the sessions.	Approval OLC
	Should the student attend less than 80 %, he or she must repeat the practical exercise,	(7.13 d)
	or the Examinations Board may have one or more supplementary assignments issued.	
2.	In the case of a seminar, the student must attend at least 80 % of the sessions. Should	Approval OLC
2.	In the case of a seminar, the student must attend at least 80 % of the sessions. Should the student attend less than 80 %, he or she must repeat the seminar, or the	Approval OLC (7.13 d)

11. Evaluation and transitional provisions

Article 11.1 Evaluation of the education

1.	The education provided in this programme is evaluated in accordance with the	Approval OLC
	evaluation plan (see appendix 1). The faculty evaluation plan offers the framework.	(7.13 a1)

Article 11.2 Transitional provisions

See appendix 3.	Advice OLC	П
	(7.13 a)	

Advice and approval by the Programme Committee, on 21 April 2020 Approved by the Faculty Joint Assembly, on 12 June 2020 Adopted by the board of the Faculty of Humanities on 7 July 2020

Appendices

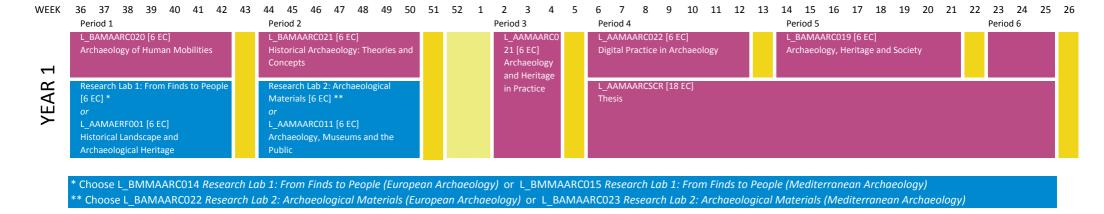
- 1. Evaluation of the education in the Faculty of Humanities
- 2. Programme overview
- 3. Transitional provisions



ANNUAL PLAN MASTER ARCHAEOLOGY 2020-2021

ELECTIVE

EXAM WEEK



HOLIDAYS

Additional: No education in week 18

We reserve the right to make changes to this annual plan

GENERAL REQUIRED MODULE

Opleiding MA Archaeology

Vervallen vak	Code	Periode Vervangend vak	Code	Periode
Cutting Edge Archaeology	L_AAMAARC020	1 Archaeology of Human Mobilities	L_BAMAARC020	1
Mediterranean Connectivity	L_AAMAARC017	1 Historical Archaeology	L_BAMAARC021	2
		Research Lab 2: Archaeological Materials		
		(European Archaeology) of		
		Research Lab 2: Archaeological Materials		
Ceramics in Archaeology	L_AAMAARC006	2 (Mediterranean Archaeology)	L_BAMAARC022 of L_BAMAARC023	2
		Research Lab 1: From Finds to People		
From Finds to People: Imagining the Past	L_BMMAARC013	4 (Mediterranean Archaeology)	L_BMMAARC015	1
		Research Lab 2: Archaeological Materials		
Money in Ancient Society. An archaeological view	L_BAMAARC018	2 (European Archaeology)	L_BAMAARC022	2
Approaches to the Late Iron Age and Roman Countryside	L_BEMAARC021	1 Historical Archaeology	L_BAMAARC021	2
Tutorial Archaeology and GIS	L_BEMAALG001	3 Digital Practice in Archaeology	L_AAMAARC022	4
Archaeology and Heritage of Global Amsterdam	L_AAMAARC009	4 Archaeology of Heritage in Practice	L_AAMAARC021	3
Tutorial Archaeology	L_BAMAARC017	3 Archaeology of Heritage in Practice	L_AAMAARC021	3
From Feudalism to Capitalism: Trade and Exchange in the Med	lie L_AAMAARC018	1 Historical Archaeology	L_BAMAARC021	2