Pre-submission Oral Presentation
University Requirements adapted for the School of History, RSSS

The University requires that HDR students, who commenced since 1 January 2008, conduct a public oral presentation prior to submitting their thesis for examination. Students who commenced prior to 2008 may also wish to meet this milestone.

Although the rules state that presentations should occur 'about 3 months' before the intended submission date it is advisable that our students complete their presentations 4 to 6 months prior to the time they hope to submit, to allow sufficient opportunity for them to benefit from any advice they may receive from their panel or other scholars who attend the presentation.

At enrolment each student's due date is set six months in advance of their maximum submission date. However the rules allow for this date to be amended to take account of any program variations in the programme (including leaves, research access restrictions, alterations in panel membership etc.).

The presentation must be open to the public and advertised within the University. In addition students must submit a 2-5 page presentation summary to their supervisory panel one month prior to the presentation.

The rules stipulate that the presentation demonstrate the candidate's:

- "independent command of the material
- ability to communicate clearly and concisely the analysis of the material and findings
- ability to respond appropriately to constructive comment and criticism"

The supervisory panel must attend the presentation and complete a written report on the candidate's performance. The panel report (prepared by the supervisory chair) must be placed in student's official University files in order for the milestone to be recorded on the Student System.

If supervisory panels hold serious concerns about a student's compliance with University rules and policies relating to candidature, or if they doubt that the work will meet examination standards, they may submit a report detailing their concerns to the College Dean.

It should be noted that the submission and examination of theses is a separate procedure. Thesis examiners do not receive copies of reports on pre-submission oral presentations.

According to the rules the format of the presentation must ‘allow for’ one hour, in addition to question time. The presentation must cover the major objectives, content, results, and conclusions of the work.

For History students the School's regular seminar series provides the most appropriate venue for candidates to meet this milestone. Our series is advertised throughout the University and it allows one-hour for the presentation as well as question time. If students approach the presentation as a thesis overview (i.e. a brief account of each chapter and/or an elaboration of the introduction), and if they are able to demonstrate their capacity to respond to questions, it should be possible and profitable for them to meet this milestone.