

This is the past Penn Anthropology Undergraduate Handbook, last updated in February 2018. Some of the information contained in this document is no longer accurate. This document is for reference and archival purposes only. For current program information and requirements, see the undergraduate pages of the Penn Anthropology website. Please direct any questions to the current Undergraduate Coordinator.

PENN ANTHROPOLOGY IN A GLOBALIZING WORLD

Anthropology is global science. Unlike other social sciences, it not only studies the human condition everywhere, it also studies its biological as well as its cultural and semiotic diversity, and how that diversity evolved and developed from the past into the present. We began in the 19th century with the study of the small non-literate communities that were still found in many parts of the world outside the civilizations studied by historians. We learned to see the world as they did, and from their perspectives we began to look back at ourselves. Over the past century and a half anthropology has become the comprehensive study of the human condition in world-history. We have worked comparatively across all populations, cultural traditions and historical periods, to document the particularities of human life in the world around us today, and in the past that we can reconstruct, in order to formulate general propositions about humanity as a whole, which we can offer for application in the modern globalizing world.

Anthropology has been taught at Penn since 1886, in close association with the Penn Museum, which was established at the same time. It has been called the natural history of humankind. But as the rate of global change has accelerated over the past century, anthropology has also changed. As populations have grown, and our societies have become larger and more complex and become more complex, anthropological interests have expanded. We continue to value comprehensive training, but since the 1960s we have specialized in particular dimensions: the prehistoric and historical (in Archaeology); the evolutionary, genetic and biological (in Biological or Physical Anthropology); the social, cultural, and ethno-historical (in Cultural or Social Anthropology, which has also been called Ethnology), and the linguistic and semiotic (in Linguistic Anthropology). More recently we have added a fifth dimension, on health (in Medical Anthropology and Global Health). The first of these branches of modern anthropology reconstructs the past, from the earliest prehistory down to recent history, where it enriches the work of historians. The second investigates evolutionary origins and modern genetic and biological diversity. The third focuses on diversity in the modern world, and (combined with foundations in the others) provides an excellent preparation for any professional career. It is complemented by the fourth, which analyses the various ways in which humans communicate with each other, the basis of all our social life, in all the processes that make possible the survival and progress of our species. The fifth, Medical, focuses on the global variation in the history of human health and wellbeing.

After mapping the global distribution of peoples “without history,” in the middle of the 20th century anthropology moved from the comparative biological and cultural study of small isolated communities to research on particular dimensions of biological and cultural process in their global context. We now work with both the actual and the symbolic, the real and the ideal, not only how things are, and how they came to be, but also the expectations of what they might become or how they ought to be. We study how we became what we are, biologically, culturally and socially, explaining the dynamics and the diversity, in order to arrive (like other sciences) at general statements (but in our anthropological mode) about world history and prehistory as a whole, taking into account the full range of human experience that can be accessed. Like all sciences we work from the outside, using conventional methods. Unlike other sciences we have developed an inside approach, participating as ethnographers in what we observe, representing the subject’s orientation, in order to record, analyse and interpret people’s reactions, motivations and understandings in particular situations, and propose generalizations across historical time and geographical space. We compare and contextualize our data in order to understand the significance of particular differences and similarities.

The University of Pennsylvania Department of Anthropology Undergraduate Handbook

Anthropology is the key to the modern curriculum. Our work transcends the intellectual boundaries that have segregated the social and natural sciences and the humanities, and the academic and professional. Our courses are cross-listed in a wide range of other departments: areal, such as African Studies, Africana Studies, East Asian Studies, Near East Studies, and South Asian Studies; disciplinary, such as History, International Relations, Linguistics and Religious Studies; sectoral, such as Biology, Psychology and Religious Studies; and several professional schools, including Education, Medicine, Nursing and the School of Veterinary Medicine. We also have joint degree programs with other departments and schools, and we offer distinct courses that go beyond the disciplinary boundaries of anthropology, on topics such as corporations, food, globalization and psychoanalysis. Our individual research topics bear on a wide variety of modern issues, such as conflict and negotiation, finance, food and health, heritage and identity, media and communication, migration and demographics, political and economic development, poverty and rights, race and gender, science and technology, social control, and violence and terrorism, and our research feeds directly into our courses. Because of its global perspective and its holistic approach to the study of the human condition, anthropology is not only central to the modern curriculum, but serves as a launching pad for any branch of it.

We live in changing conditions. As populations have grown, and more people have come into contact with each other, the speed of change has accelerated. As we study the present, we are aware of the trajectories that pass through the present from the past into the future. Anthropology is also changing. But the change is cumulative. We continue to work with an analytical toolbox and a theoretical library which has been tested and developed over the past century and a half. We continue to update and develop our methods and the theory that guides our research and structures our curriculum. In the past decade we have introduced new courses on topics such as anthropology and the modern world, science and technology, feminist ethnography, sex and gender, and global food security.

Anthropology began at a stage of world history when the West saw a world divided into spatially distributed cultural communities. Interaction among these communities had generated the concept of race. Anthropology achieved its current place in the curriculum by the development of the idea of culture as a more productive analytical concept for the explanation of human diversity, and by its research application, especially in the ethnographic method. In the first half of the 20th century anthropologists were leaders in the movement to discredit and delegitimize the concept of race, making important contributions to the UN's Declarations of Human Rights in 1948, 1966 and 1976. Today, in a globalizing world, geography is no longer a sufficient guide to cultural difference and divergence. As world population continues to increase, travel and migration have become common experience, and cultural communities are intermingling, though cultural history still conditions our thinking. To live in the modern world requires knowledge of the full range of its socio-cultural complexity, and the intellectual equipment for understanding and living with cultural difference. Anthropology produces real data for this purpose. For this reason alone, whether you plan to pursue a career in business, government, medicine, law, or any other profession, a background in anthropology is increasingly valuable.

The Penn Anthropology Program is based on the proposition that in order to ride the scientific, economic and political waves of today's globalizing and urbanizing world, to be a global citizen, you must understand: (1) the biology without which you would not be human, (2) the historical processes and trajectories that have brought to where we are today, and (3) the contemporary patterns of cultural, economic, linguistic, political and social interaction. Anthropology is the involved social science. It is both scientifically rooted and actively engaged. It moves with the times. It makes a difference. The product is global awareness.

THE ANTHROPOLOGY MAJOR

PENN's Department of Anthropology continually revises the major to keep up with the changing conditions in the modern world, with the advances in anthropological thought, and with its relationship to the rest of the curriculum. We emphasize the integration of Anthropology's traditional sub-fields: biology, archaeology, culture and language, and encourage students to experience the full breadth of the discipline.

The Anthropology major requires 14 credits, each taken for a grade. (Any course taken PASS/FAIL does not count toward the major.) The General Anthropology major covers the discipline broadly and offers the most flexibility for incorporating a variety of individual interests. But four specialized "concentrations" are also offered: in Archaeological, Biological, Cultural/Linguistic, and Medical Anthropology. Students choosing one of these concentrations must take three introductory courses—ANTH001 or 005, 002 or 004, and 003, and these courses should be completed before the end of the junior year. All majors also are required to take ANTH300, the Research Seminar, which is given every fall semester. Requirements for the other ten credits vary among the four different concentrations, but all majors are required to take minimum of one other course in each of two subfields outside their concentration. Depending upon the concentration, up to three courses from other departments may be applied to the major with the approval of the Undergraduate Chair, but these courses should be linked to a general topic or theme in the concentration. All majors are encouraged to consider taking a course in Statistics, as one of these three. The major also encourages Study Abroad.

To declare a major in Anthropology, make an appointment through the Undergraduate Coordinator (anth-ugrad@sas.upenn.edu) to meet with the Undergraduate Chair.

General Anthropology Major

Block I - Introductory Courses:

ANTH001: Intro to Archaeology OR ANTH005: Great Transformations

ANTH002: Intro to Cultural Anthropology OR ANTH004: The Modern World and its Cultural Background

ANTH003: Intro to Human Evolution

Block II – Eleven courses, including at least two each from Archaeological, Biological, and Cultural/Linguistic or Medical, plus the Research Seminar. Permission may be requested for up to three non-ANTH courses with content related to an anthropological theme.

[Arch ANTH]_____

[Arch ANTH]_____

[Bio ANTH]_____

[Bio ANTH]_____

[Cult/Ling/Med ANTH]_____

[Cult/Ling/Med ANTH]_____

[ANTH]_____

[ANTH or OTHER]_____

[ANTH or OTHER]_____

[ANTH or OTHER]_____

ANTH300: Research Seminar_____

The Archaeology Concentration

Block I - Introductory Courses:

ANTH001: Intro to Archaeology OR ANTH005: Great Transformations

ANTH002: Intro to Cultural Anthropology OR ANTH004: The Modern World and its Cultural Background

ANTH003: Intro to Human Evolution

Block II – One Biological and one Cultural/Linguistic/Medical Course

[Bio ANTH]_____

[Cult/Ling ANTH]_____

III. Block III - Eight archaeology courses and the Research Seminar. Up to three non-ANTH courses with anthropological content may be counted with approval.

[Arch ANTH]_____

[Arch ANTH]_____

[Arch ANTH]_____

[Arch ANTH]_____

[Arch ANTH]_____

[Arch ANTH or OTHER]_____

[Arch ANTH or OTHER]_____

[Arch ANTH or OTHER]_____

ANTH 300: Research Seminar_____

The Biological Anthropology Concentration

Block I - Introductory Courses:

ANTH001: Intro to Archaeology OR ANTH005: Great Transformations

ANTH002: Intro to Cultural Anthropology OR ANTH004: The Modern World and its Cultural Background

ANTH003: Intro to Human Evolution

Block II – One Archaeological and one Cultural/Linguistic/Medical Course

[Arch ANTH]_____

[Cult/Ling ANTH]_____

Block III - ANTH143 and ANTH244 plus six other courses in biological anthropology and the Research Seminar. Up to three non-ANTH courses with anthropological content may be counted with approval.

ANTH 143: Being Human_____

ANTH 244: Disease and Human Evolution

[Bio ANTH]_____

[Bio ANTH]_____

[Bio ANTH]_____

[Bio ANTH or OTHER]_____

[Bio ANTH or OTHER]_____

[Bio ANTH or OTHER]_____

ANTH 300: Research Seminar_____

Cultural and Linguistic Anthropology Concentration

Cultural anthropology is joined with linguistic anthropology, whose focus is language and discourse as part and parcel of culture.

Block I - Introductory Courses:

ANTH001: Intro to Archaeology OR ANTH005: Great Transformations

ANTH002: Intro to Cultural Anthropology OR ANTH004: The Modern World and its Cultural Background

ANTH003: Intro to Human Evolution

Block II – One Archaeological and one Biological Course

[Arch ANTH]_____

[Bio ANTH]_____

Block III - Eight cultural or linguistic courses plus the Research Seminar. Up to three non-ANTH courses with anthropological content may be counted with approval.

[Cult/Ling ANTH]_____

[Cult/Ling ANTH]_____

[Cult/Ling ANTH]_____

[Cult/Ling ANTH]_____

[Cult/Ling ANTH]_____

[Cult/Ling ANTH or OTHER]_____

[Cult/Ling ANTH or OTHER]_____

[Cult/Ling ANTH or OTHER]_____

ANTH 300: Research Seminar_____

Medical Anthropology and Global Health Concentration

Block I - Introductory Courses:

ANTH001: Intro to Archaeology OR ANTH005: Great Transformations

ANTH002: Intro to Cultural Anthropology OR ANTH004: The Modern World and its Cultural Background

ANTH003: Intro to Human Evolution

Block II – Fundamentals:

ANTH238: Intro to Medical Anthropology

ANTH273: Global Health: Anthropological Perspectives

Block III – Perspectives: Eight courses from the approved list on the next page plus ANTH300 Research Seminar. Up to three non-ANTH courses with anthropological content may be counted with approval.

[MED ANTH]_____

[MED ANTH]_____

[MED ANTH]_____

[MED ANTH]_____

[MED ANTH]_____

[MED ANTH or OTHER]_____

[MED ANTH or OTHER]_____

[MED ANTH or OTHER]_____

ANTH300: Research Seminar_____

<p>Block III Approved Courses “ANTH” COURSES:</p> <p>ANTH 086 DESIRE & DEMAND</p> <p>ANTH 012 GLOBALIZATION</p> <p>ANTH 190 INTRODUCTION TO AFRICA</p> <p>ANTH 209 ANTH & EVERYDAY BIOETHICS</p> <p>ANTH 210 DEATH: ANTH PERSPECTIVE</p> <p>ANTH 213 LOCAL BIOLOGIES</p> <p>ANTH 218 GLOBALIZING EAST ASIA</p> <p>ANTH 252 FOOD HABITS IN PHIL COMM</p> <p>ANTH 260 CULTURES OF SCIENCE&TECH</p> <p>ANTH 309 PSYCHOANALYSIS & ANTHRO</p> <p>ANTH 318/518 ANTHROPOLOGY & PRAXIS</p> <p>ANTH 329 PSYCH & ANTH PERSPECTIVE</p> <p>ANTH 334 FEMINIST ETHNOGRAPHY</p> <p>ANTH 337 XCULT HEALTH&PUBLIC POLICY</p> <p>ANTH 341 PSYCHOLOGY AND CULTURE</p> <p>ANTH 359 NUTRITIONAL ANTHRO</p> <p>ANTH 386 DESIRE AND DEMAND II (LPS)</p> <p>ANTH 441 CROSS CULTRL APPR HEALTH</p> <p>ANTH 625 URBAN POVERTY & VIOLENCE</p>	<p>“NON-ANTH” COURSES (students may take a maximum of three non-anth courses from the list below that count toward the major)</p> <p>HSOC 102 BIOETHICS</p> <p>HSOC 145 COMPARATIVE MEDICINE</p> <p>HSOC 216 GENDER AND HEALTH</p> <p>HSOC 275 MEDICAL SOCIOLOGY</p> <p>HSOC 332 CONTEMPORARY ISSUES-HUMAN SEXUALITY</p> <p>HSOC 334 BIRTH CULTURE AND MED TECH</p> <p>HSOC 335 HEALTHY SCHOOLS</p> <p>HSOC 430 DISEASE & SOCIETY</p> <p>URBS 010 HOMELESSNESS & URB INEQUAL</p> <p>BIOL 221 MOLEC BIOL AND GENETICS</p> <p>BIOL 422 GENOMICS OF DISEASE & EVOL</p> <p>BIOL 477 SCIENCE & ART OF BIOTECH</p> <p>HCMG 204 COMPARATIVE HEALTH CARE SYSTEMS</p> <p>BIOE 401 INTRO TO BIOETHICS</p> <p>RELS 267 FOOD AND RELIGION</p> <p>STSC 168 ENVIRONMENT AND SOCIETY</p> <p>GSWS 002 GENDER AND SOCIETY</p>
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THE ANTHROPOLOGY MINOR

The Anthropology Minor consists of 6 courses taken for a grade (NOT PASS/FAIL). Minors are encouraged but not required to take the introductory courses to each subfield (ANTH001 or 005, 002 or 004 and 003), and no more than four courses in one subfield. At least four of the courses counted towards the minor must be taken at Penn— up to two may be credit away/study abroad/transfer credits. Penn courses offered by other departments may NOT be counted toward the minor unless they are crosslisted with ANTH. To declare Anthropology as a minor, contact the Undergraduate Coordinator (anth-ugrad@sas.upenn.edu).

ADVISING

The Undergraduate Chair serves as advisor of record for all majors and minors, but students are encouraged to seek out individual faculty members whose work interests them for help in planning their curriculum or discussing any academic concerns. Please contact the Undergraduate Coordinator to make appointments (anth-ugrad@sas.upenn.edu).

PENN MUSEUM

The Department of Anthropology is fortunate to be housed in the Penn Museum, which is also known internationally as the University Museum. Admission is free to students with a valid PennCard. Students may visit any of the Museum galleries Tuesday through Sunday 10 AM to 5:00 PM. The Penn Museum is one of the premier cultural institutions in the world. Dedicated to the exploration of pre-modern cultural diversity around the world. Its curators (mostly anthropologists chosen from Penn's professoriate) have conducted more than 350 expeditions to all the inhabited continents. Founded in 1887, the Museum is internationally renowned for its unique worldwide collections of archaeological and ethnographic materials. Its collections include more than 1,500,000 artifacts from Asia, the Near East, Greece, Italy, Africa, Egypt, the Middle East, the Pacific Islands, and the Americas. The Museum is also home to an experienced staff of scholars, scientists, researchers, students and volunteers. In addition to conducting research in distant parts of the world, they work in the Museum itself analyzing new materials, perfecting scientific techniques, preserving, writing, teaching, and sharing their knowledge of the development of human culture. There are a variety of ways for students to get involved including work-study and internships. Visit the museum website for more details:
<http://www.penn.museum/for-penn-students.html>

Center for Analysis of Archaeological Materials (CAAM)

The Center for Analysis of Archaeological Materials (CAAM) is a teaching and research center in the Museum for analysis of archaeological materials from the Museum collections or other research. CAAM courses offer training and practical laboratory experience in the main analytical approaches to archaeological materials from artifacts (ceramics, stone and metals) to organic materials (human skeletons, animal bones, plant remains). Training in conservation science and

digital archaeology is offered. CAAM also provides facilities to students working on independent research projects in archaeology. CAAM teaching laboratories are in the West Wing of the ground level of the Museum, Museum 160 through 190.

FACULTY INFORMATION

See the department website for a full list of Penn Anthropology faculty:
www.sas.upenn.edu/anthropology/people/

RESEARCH

Research Mentorship-

So you think you might want to do research, but have no idea where to start? Typically, Penn Anthropology students begin their research process by talking to a professor that they really enjoyed in class, taking this opportunity to discuss their interests as well as hear about work the professor is doing. From here, students can work independently on an original idea (apply for funding, participate in an internship, write a thesis, etc.) or seek out mentorship from that faculty member to work as a part of their research project (when applicable). If you still aren't sure how to start, email the Undergraduate Coordinator for advising.

Study Abroad-

The Penn Anthropology undergraduate curriculum is designed to allow students to easily study abroad. In the past students have studied all over the world, including Seville, Spain; Otago, New Zealand; Cairo, Egypt; Shanghai, China; Alicante, Spain; Havana, Cuba...and many more. To begin preparations for your study abroad, you must first complete the "Penn Abroad 101" module through the Penn Abroad Office. Once you have completed this course please contact the Penn Abroad office to set up a meeting to discuss your options and begin the application process. Once you have been accepted to a program and have a course plan solidified with the help of your Penn Abroad advisor, email the Penn Anthropology Undergraduate Coordinator to set up a meeting to review your plans. We strongly encourage every student to consider the option of study abroad and direct you to contact the office of Penn Abroad with any questions.

Fellowship/Field Schools-

Penn Anthropology recommends that each student participate in a fellowship or field school program before they graduate. With an abundance of fellowship and field school opportunities both on and off campus, every student can benefit from professional work experience. The best student resource when looking for an internships and fellowships is CURF Research Directory.

Undergraduate Journals and Conferences-

Undergraduate journals and conferences are the perfect way for students to fine-tune their professional skills and prepare for post-graduation. In addition to the Penn Anthropology Undergraduate Research Journal, In Situ, and the Penn Anthropology Research Conference, Anthrofest, there are many opportunities for undergraduates to utilize. The best resources for this are the National Association of Student Anthropologists Listserv or the Council on Undergraduate Research.

Independent Study

The Department strongly encourages majors to develop their own independent research projects. Independent study and work on a specific research projects offers students the opportunity for an in-depth, hands-on research experience within the department. For more information, speak to the Undergraduate Chair or a faculty member with whom you are interested in working. Course credit as ANTH 199 can be given for pre-approved Independent Study and research work.

RESEARCH FUNDING

Penn Anthropology students are encouraged to seek supplemental funding for their research through one of the following options: Grants, Fellowships, Scholarships, Awards/Prizes. For the most up to date resources visit the CURF website and sign up for their listserv. Penn Anthropology also offers the Undergraduate Research Fellowship for students seeking research funding.

UNDERGRADUATE RESEARCH FELLOWSHIP

Application Due: second Friday in March

The undergraduate research fellowship (URF) is an opportunity for sophomore and junior anthropology majors conducting anthropological research to receive funding for their project. Students must email their applications to the undergraduate chair and undergraduate coordinator by the second Friday in March.

[Applications can be downloaded here and are attached to the end of this document \(starting on page 16\).](#)

ALL STUDENTS WHO RECEIVE URF FUNDING MUST PRESENT THEIR RESEARCH AT ANTHROFEST THE FOLLOWING ACADEMIC YEAR, AND CONSEQUENTLY SUBMIT A PAPER TO IN SITU THAT SAME YEAR.

RESEARCH SEMINAR

ANTH300 Research Seminar (previously called Senior Capstone) is a required course for anthropology majors, in General Anthropology and in each of the four Concentrations. Each session includes presentations from one or more members of the Anthropology faculty on their personal contribution to anthropology, followed by discussion of their work. The course covers the full range of recent and current faculty research. Students are encouraged to use the course as a forum for discussion of their own research, including preparation for presentations at the Research Conference in February, contributions to In Situ in March, and submission of Senior Theses in April of their senior year.

SENIOR THESIS

Submissions Due: last day of classes in the student's last semester of study

All undergraduate anthropology majors have the option of completing a senior thesis, however **THE SENIOR THESIS IS NOT MANDATORY FOR ANTHROPOLOGY MAJORS.**

To begin the process of completing a thesis, students, in their Junior year, should contact the anthropology faculty member they would like to be their faculty advisor and begin formulating a research question. Once the student has decided on a faculty advisor, research question, and schedule for completion, the student will contact the undergraduate coordinator to register for ANTH301- Senior Thesis. This course will be a curriculum created by the student and the faculty advisor, preparing for the completion of a senior thesis. (Senior Thesis Submission Guide attached to the end of this document- begins on page 18)

STUDENTS COMPLETING A SENIOR THESIS MUST officially submit both a hard copy to the undergraduate coordinator and digital copy via ScholarlyCommons the last day of class in the students' last semester of study. (Senior Thesis Submission Guide attached to the end of this document- begins on page 18)

GRADUATING WITH HONORS

In order to graduate with honors in Anthropology you must have a minimum average GPA of 3.5 for all courses applied to your major, and complete a Senior Thesis. The Senior Thesis involves the completion of a significant piece of independent research that includes the formulation of a research problem, and the testing of a hypothesis, thorough analysis and final write-up in the form of a senior thesis. It could be an expanded or improved version of a paper initially written for a course that demonstrates a capacity for independent research (providing that the course professor and your thesis advisor approve). The Senior Thesis might also be an outgrowth of an original research project, constituting a recognizable contribution to knowledge. You should begin to think about the Senior Thesis in your Junior year but no later than the summer between Junior and Senior years, and should contact the Undergraduate Chair and an appropriate faculty mentor as soon as you have a topic in mind. To be eligible for honors, you must register for ANTH301 in the Fall or Spring of your senior year.

ANTHROPOLOGY PRIZE

The Anthropology Prize is awarded to the student whose Senior Thesis is considered by the faculty to be the best in a given year. In order to be considered for this competition, your thesis must be submitted in its final form by the last Friday in March. The prize winner is notified by the end of the semester, and at the department's graduation reception in May receives a certificate and a small honorarium. In addition, the awardee's name is inscribed on a plaque in the Department of Anthropology and printed in the University's Commencement Program.

SUBMATRICULATION

Submatriculation is an option available to Penn undergraduates, in which a student who applies and is accepted into the program can receive their BA and MA degrees in a total of five years. Submatriculation applications are due on the graduate admissions deadline, December 15, during the applicant's junior year. For further information, see the Penn Anthropology website or contact the Graduate Coordinator.

UNDERGRADUATE ADVISORY SOCIETY (UAS)

The UAS is a representative group of undergraduate students who advise the faculty on the undergraduate program and organize extra-curricular events throughout the year. It functions as a liaison between students and the department, undertaking initiatives that improve the anthro student experience. In the past UAS has organized film screenings, trips to museum exhibits in Philadelphia, academic workshops and other social events. Whether you are just starting to get interested in Anthropology, or you are already a major or minor, the UAS welcomes students to get involved at any point in their undergrad years.

Email the [undergraduate coordinator](#) to find out more about getting involved!

ANTHROFEST & IN SITU

Anthrofest

Proposals Due: first Friday in February

Conference Date: last Friday in February

Anthrofest is the Penn Anthropology annual undergraduate research conference held on the last Friday in February. Anthrofest brings together undergraduates involved in research across all concentrations in anthropology, as well as faculty and the broader undergraduate and graduate community. Each year the department sends a call for proposals and selects students to present their work. The conference is held on the last Friday in February and is an excellent way to showcase your work to the Penn community while gaining professional experience. Students who participate in the conference are required to submit a conference paper, once the conference has concluded, which is published in the annual Penn Anthropology undergraduate research journal, *In Situ*. ALL STUDENTS WISHING TO PRESENT IN ANTHROFEST MUST SUBMIT A PROPOSAL FORM (form begins on page 27).

In Situ

Submissions Due: second Friday in March

In Situ is the Penn Anthropology undergraduate research journal that is published digitally and in print. All students have the opportunity to submit their work to be reviewed for publication in *In Situ* each year. Historically, the journal has consisted of not only work from anthropology majors and minors but also students doing anthropological work all around campus. *In Situ* is an excellent way to professionally publish work in a scholarly journal that will be available for view by an infinite amount of researches and professionals through ScholarlyCommons.

ALL AUTHORS MUST FOLLOW THE ATTACHED STYLE GUIDE WHEN SUBMITTING THEIR ARTICLE FOR *IN SITU* (style guide begins on page 23)

University of Pennsylvania Nondiscrimination Statement

The University of Pennsylvania values diversity and seeks talented students, faculty and staff from diverse backgrounds. The University of Pennsylvania does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, religion, creed, national or ethnic origin, citizenship status, age, disability, veteran status or any other legally protected class status in the administration of its admissions, financial aid, educational or athletic programs, or other University-administered programs or in its employment practices. Questions or complaints regarding this policy should be directed to the Executive Director of the Office of Affirmative Action and Equal Opportunity Programs, Sansom Place East, 3600 Chestnut Street, Suite 228, Philadelphia, PA 19104-6106; or (215) 898-6993 (Voice).

[illegible]

(please attach a separate sheet if needed)

DURATION:

(Provide the estimated starting and ending dates for the proposed research)

AMOUNT REQUESTED: \$_____

BUDGET JUSTIFICATION

Provide an itemized budget for the proposed research on a separate sheet.

Are you currently receiving any other funding? _____

Are you applying for funding for this project or period from any other organizations?

****ALL STUDENTS WHO RECEIVE URF FUNDING ARE REQUIRED TO PRESENT THEIR WORK AT THE ANNUAL PENN ANTHROPOLOGY UNDERGRADUATE RESEARCH CONFERENCE: [ANTHROFEST](#) IN ADDITION TO SUBMITTING A PAPER ON THEIR WORK TO THE ANNUAL PENN ANTHROPOLOGY UNDERGRADUATE RESEARCH JOURNAL: [IN SITU](#)- THE FOLLOWING ACADEMIC YEAR. BY SIGNING THIS FORM YOU ARE AGREEING TO THIS REQUIREMENT****

Student Signature: _____ (Date) _____

Faculty Advisor Signature: _____ (Date)

SENIOR THESIS SUBMISSION GUIDE

STEP ONE:

Before beginning the ScholarlyCommons official submission process, confirm that you have adhered to the mandatory requirements of the Senior Thesis.

All Senior Theses Must Include:

- Title Page (separate page)
- Abstract (separate page)
- Introduction
- References Cited (separate section)
- Signed and Completed Author Agreement (you can download the form from [here](#) or fill out the form on page 5 of this guide and email it to anth-ugrad@sas.upenn.edu)

Once you have confirmed that the above requirements have been met, review the mandatory style guide for all additional sections of your paper (i.e. endnotes NOT footnotes, figures and illustrations styling, margins, line spacing, etc.). Style guide found here: [Senior Thesis Style Guide](#)

Once you have confirmed that both the mandatory thesis requirements and additional section styling requirements have been met, you can proceed to the ScholarlyCommons official submission process below:

STEP TWO:

Go to the [ScholarlyCommons home page](#). In the toolbar on the left side of the page, find **Submit Research**, located under **Contribute** to ScholarlyCommons. When you click on this button, you will be taken to a page which lists all of the current collections to which you may submit. Find the “**School of Arts and Sciences**” and then the “**Department of Anthropology**”, choose “**Anthropology Senior Theses**”.

Once you click on the series, you will be prompted to login. If you have a ScholarlyCommons account, login. If not, create a new account.

Create Account

Email

First Name

Last Name

Password

Confirm Password

By creating an account, you agree to Depress's terms of service. ☐ [Create Account](#)

[Already have an account? Log in](#)

Once you have created an account, in the toolbar on the left side of the page, click **Submit Research**, again. If you have just created an account for the first time you will be asked to agree to the ScholarlyCommons submission agreement. Read the agreement and if you accept the terms, check the “agree to terms” box and click “continue”. If you have questions about this, contact anth-ugrad@sas.upenn.edu.

Now you should see the series name to which you are submitting [Anthropology Senior Theses]. Check to make sure this is correct.

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ANTHROPOLOGY SENIOR THESES

REQUIRED Title

Please use Headline Style Capitalization e.g., *The Scholarly Communication Crisis*

REQUIRED Author(s)

STEP THREE:

Title- Enter the full title of your paper with HEADLINE STYLE CAPITALIZATION. Here are some guidelines for how this should be done:

- Capitalize the first word of the title (and subtitle), as well as every “major” word (nouns, verbs, adjectives, adverbs, and pronouns) in the title/subtitle, including the second part of hyphenated major words (e.g., Self-Report not Self-report); and
- All words of four letters or more are capitalized.

REQUIRED Title

Please use Headline Style Capitalization e.g., *The Scholarly Communication Crisis*

Author-

REQUIRED Author(s)

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1

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- c. Middle: enter your middle initial (if desired) with no period
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- e. Institution: enter University of Pennsylvania

Document Type: choose “Thesis or dissertation” (do not choose any other option)

Date: enter the current date

Thesis Advisor: enter the full name of your thesis advisor(s) separated by a comma if needed

Keywords: enter any keywords relevant to your thesis, separated by commas. (5-10 keywords are best, think of words that describe the focus of your paper. For example: epigenetics, religion, mental health, agriculture, nutrition, etc.)

Disciplines: “Anthropology” will automatically appear but you may add additional disciplines from the box on the left. To add a discipline click on your selection and then click “select”, this additional discipline will now appear under “Anthropology” in your selected disciplines box on the right. (choose as many disciplines as you feel are appropriate for your content).

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Publication Status: If this submission was previously published in a journal select the “yes” bubble, otherwise, select the “no” bubble

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STEP FOUR:

CLICK SUBMIT –only click “submit” once, the submission can take up to a few minutes to complete.

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In Situ Submission Guide

The Penn Anthropology Undergraduate Research Journal

SUBMISSIONS DUE: SECOND FRIDAY IN MARCH

email submissions to anth-ugrad@sas.upenn.edu

All *In Situ* submissions must include the following (4) items, adhering to the style guide below:

1. Title Page (Times New Roman Font, size 12)

Title Page Styling:

i

[Title of Article]

By

[Author's Name]

Submitted to the

University of Pennsylvania

Department of Anthropology

Undergraduate Journal, *In Situ*

Research Advisor: [First name Last name of the Research Advisor]

[Year]

2. Abstract (Times New Roman Font, size 12)

Your article must include a formal abstract (summary) of 100-200 words at the beginning, on a separate page, immediately following your Title page. Your article abstract presents a concise summary of the article (research problem or issue, the methods or approach used, and results)

Abstract Styling:

ii

Abstract:

[Your abstract goes here... Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.]

3. Main Text (Times New Roman Font, size 12 for the main text, size 16 for headings)

You will begin the main text of your article on a separate page, immediately following the abstract page, using Arabic numerals to number the pages in the upper-right hand corner. The main text of your article will be where you present and explain your research problem, methods, and results or plans for the future of your work. You may approach this section in any way that makes the most sense for your work. This section often includes but is not limited to an introduction, background to the research problem, research design, methodology, results, discussion, and conclusions. Please follow the two style options below.

Main Text Styling WITH headings:

1

[Heading]

[your text for this section should go here... Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.]

Main Text Styling WITHOUT headings:

1

[your text for this section should go here...Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.]

4. References Cited section (Times New Roman Font, size 12)

Your article should include a complete “References Cited” section (please note that this is not a “Bibliography”). The proper format for your citations is “in text” (in-text parenthetical citations), not as footnotes or endnotes. Refer to the Chicago Manual of Style (http://www.chicagomanualofstyle.org/tools_citationguide.html) for details on citations. Your References Cited section must include all and only the references that you have formally cited in your main text, endnotes, figures, and tables. Please follow the above linked style guide for styling of these pages (references cited section should start on a new page and be numbered with Arabic numerals, beginning the count where the last page of the main text left off. For example, if the main text finishes on page 34 your references cited section will begin on page 35). The words “References Cited” should be centered on the first line of this page in 16 point font.

A note on figures/tables (numbered with Arabic numerals: 1, 2, 3 ...)

If your article includes figures or tables, each illustration should appear as soon as possible after the first text reference to it. Figures and tables are numbered sequentially but separately (e.g., figure 1, then table 1, then figure 2, 3 ...). The illustration should be centered on the page, on a new line after the first sentence to reference it. If it does not fit on the page, then it should be inserted at the top of the next page, even if that involves a few lines of text coming between the figure and it’s reference text. All illustrations should include a short caption and a figure/table number. If it is a figure, this should appear directly below the image. If this is a table, this should appear directly above the table. All text references to these illustrations should be by the number: “as figure 1 shows...”). See the styling example below:

Figure/Table Styling:

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat

non proident, sunt in culpa qui officia deserunt mollit anim id est laborum. In figure 1 you can see that the increase was substantial.

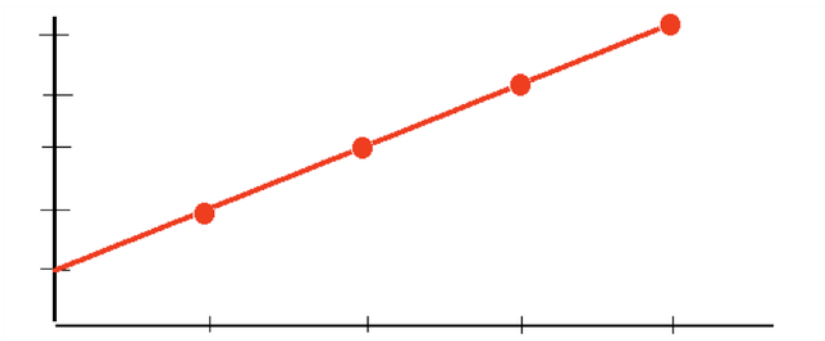


Figure 1, Graph showing increase.

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Other notes on styling

All submissions should be sent to anth-ugrad@sas.upenn.edu as a Word Doc., Times New Roman font, double-spaced. Please contact the Undergraduate Coordinator at anth-ugrad@sas.upenn.edu if you have any questions.

Anthrofest

The Annual Penn Anthropology Student Research
Conference

PRESENTATION PROPOSAL FORM
DUE: FIRST FRIDAY IN FEBRUARY

Please email this form to the undergraduate coordinator (anth-ugrad@sas.upenn.edu) and undergraduate chair by the first Friday in February.

Name:

Date:

Year of Study:

Major/Concentration:

Presentation Title:

Will you be using a PowerPoint or other media?

- ☐ Please check this box if you received an Undergraduate Research Fellowship from the Anthropology department last year and are required to present in Anthrofest.

Please explain what you propose to present at Anthrofest. Please include details about the research you have conducted, how you plan to present this information, if your research is completed or will continue, and what you want to communicate to your audience by presenting at Anthrofest (you may attach another sheet of paper if necessary).