

# DH Elective Memorandum of Understanding

Between [Name of student] and [Name of Faculty Member]  
For [Course title, semester, year]



The student and faculty member agree that the student will work on xx digital humanities (DH) project as part of the xx course. The DH project will replace [x course assignment - example: 20-25 page final paper]. There are [three or four] primary elements of the DH project:

- 1.) DH element of the project, specifically [x - example: online database, visualization, etc.],
- 2.) A class presentation of the DH project [15 minutes],
- 3.) A substantive written component, whose length and content should be determined by the instructor.
- 4.) A supplementary 3-4 page paper describing the methodology used to create the DH project; this paper will not count toward course credit, but rather serve as partial fulfillment of the portfolio requirement for the Graduate Certificate in Digital Humanities.

The DH project and accompanying final paper will be due on [x].

## Evaluation of the Final DH Project

The professor will evaluate the final project according to how well it meets disciplinary standards and exemplifies the overarching aims of the course. The professor may choose to consult with [list of faculty] regarding the effectiveness of the project *as a DH project*. If the professor does choose to evaluate the project as a DH project, this evaluation will only count toward [10%] of the student's final grade on the DH project.

## Agreement

I certify that I have read and agree to the above terms for the DH project to count as part of [x] course.

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Student Signature

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Date

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Faculty Signature

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Date

**To be completed at the conclusion of the course:**

I certify that the above contract has been successfully fulfilled.

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Student Signature

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Date

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Faculty Signature

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Date