HIST 3300: **Introduction to the Study of History**

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**FACULTY PROFILE:** <https://www.uta.edu/mentis/public/#profile/profile/view/id/1212/category/3>

**OFFICE HOURS**: Tue/Thus 11:00-12:30, Tue 5:00-6:00

**SECTION INFORMATION**: HIST 3300, SECTION 002

**TIME AND PLACE**: Tue/Thu 9:30 am-10:50am UH 321

**CONTENT**: This course introduces students to ways in which historians 1) decide what questions are worth investigating 2) conduct research into those questions 3) write about what they have found and 4) critique each other’s research and writing. Students will write and present a research paper in the style of professional historians.

**LEARNING OUTCOMES:** By the end of the semester students will be able to explain the difference between primary and secondary sources, and to define historiography. In addition, they will be able to: 1) demonstrate a competency for library and online research; 2) pose historical questions; 3) formulate a historical argument; 4) compile a bibliography in the format of a recognized scholarly style; 5) write clearly and in a style that is free of spelling, punctuation, and grammatical errors. Progress toward these outcomes will be monitored in class assignments, with final assessment made with a written history research paper based on primary and secondary sources that incorporates all five components.

**TEXTBOOKS:** Turabian, A Manual for Writers

Strunk and White, The Elements of Style

**ASSIGNMENTS AND GRADING**:

Abstract of professional journal article (2 pages) 10 points

Topic and Bibliography of secondary sources 10 points

Bibliography of primary sources 10 points

Brief historiographical essay (3 pages) 10 points

### First three pages of essay including thesis 10 points

First draft of complete essay 10 points

Oral presentation of paper to class 10 points

Final essay (15-20 pages) 30 points

### TOTAL 100 points

**ATTENDANCE**: There is no grade for attendance. However, students are required to attend all schedules classes, and to honor schedule appointments with the course instructor. Moreover, all assignments **MUST** be completed for students to receive a passing grade for the course. All assignments **must** be completed in order in which they are assigned. Each assignment **must** be completed and a grade assigned before proceeding to the next assignment. No matter how brilliant the final paper, students who do not turn in each assignment in order will receive a grade of F for the course.

NO GRADES OF INCOMPLETE will be given for this course. Students unable to complete course requirements are responsible for withdrawing from the course by the FINAL WITHDRAWAL DATE.

**DROP POLICY:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

**AMERICANS WITH DISABILITIES ACT:** The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**ACADEMIC INTEGRITY:** Students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

**STUDENT SUPPORT SERVICES**:UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at [www.uta.edu/resources](http://www.uta.edu/resources).

**ELECTRONIC COMMUNICATION:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**STUDENT FEEDBACK SURVEY:** At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**FINAL REVIEW WEEK:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**EMERGENCY EXIT PROCEDURES:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located outside the classroom and down the hall. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

**CLASS AND ASSIGNMENT SCHEDULE**:

It is the nature of this course that most of the assignments require students to work independently. Therefore, we will meet as a class only a few times. Students will meet individually with the instructor on a regular basis. Some meetings with the instructor are optional and some are required. Please read schedule carefully.

WEEK ONE

Jan. 14 Introduction; discussion of syllabus and first assignment (Journal Article Abstract)

Jan. 16 further discussion of first assignment

WEEK TWO

Jan. 21 ABSTRACT OF JOURNAL ARTICLE IS DUE; discussion of topics and sources (Turabian, Part I, Sections 1, 2)

Jan. 23 Class will meet to discuss abstracts, which will be returned in class

WEEK THREE

Jan. 28 Discussion on the basics of writing (Read Strunk and White, Sections I & II)

Jan. 30 Discussion on bibliography (Read Turabian, Part II, Sections 15, 16, 17)

WEEK FOUR

Feb. 4 No Class: Students will work to complete a preliminary bibliography of secondary sources

Feb. 6 Bibliography of secondary sources is due

WEEK FIVE

Feb. 11 Bibliographies returned and discussed

Feb. 13 Discussion on primary sources, how to find them, how to use them (Read Turabian,Part I, Sections 3, 4)

WEEK SIX

Feb. 18 No Class: Students will work to complete a preliminary bibliography of primary sources

Feb. 20 BIBLIOGRAPHY OF PRIMARY SOURCES IS DUE

WEEK SEVEN

Feb. 25 Bibliographies returned and discussed

Feb. 27 Discussion on historiography

WEEK EIGHT

Mar. 4 No Class: Students will work on three page historiographical essays, with proper footnotes (See Turabian)

Mar. 6 Historiographical Essay due

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* SPRING BREAK \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

WEEK NINE

Mar. 18 Discussion of topics, research, and progress

Mar. 20 Historiographical essays returned and discussed; discussion of thesis

WEEK TEN

Mar. 25 Thesis Statement due

Mar. 27 Thesis Statements returned and discussed

WEEK ELEVEN

Apr. 1 No Class: Professor will be available in his office to meet with students individually

Apr. 3 FIRST THREE PAGES DUE

WEEK TWELVE

Apr. 8 No Class: Students will meet individually with the professor to discuss first three pages

Apr. 10 FIRST DRAFT IS DUE

WEEK THIRTEEN

Apr. 15 No Class: Students will meet individually with the professor to discuss first draft

Apr. 17 Drafts returned; Discussion on Revising; Discussion on How to Make an Oral Presentation

WEEK FOURTEEN

Apr. 22 Presentations

Apr. 24 Presentations

WEEK FIFTEEN

Apr. 29 Presentations

May 1 Presentations; FINAL ESSAY DUE IN CLASS