

**HIST 3300: Introduction to Historical Research**  
Fall 2017

**Instructor(s):** Dr. Paul Conrad

**My Contact and Office Info:**

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**Office Hours:** MWF 12:00PM -2:00PM (after class), or by appointment

**Time and Place of Class Meetings:** MWF 11:00AM-11:50AM, University Hall 13

**Description of Course Content:** This course provides an introduction to the methods that historians use to conduct research and present their findings in written and oral form. We will begin by considering what “history” is and the methods that historians use to produce it, drawing especially upon the field of Native American history for examples. You will then pursue a research project exploring in greater depth one aspect of the history of Native Americans in North America or the Caribbean by using primary sources resources available from UTA library databases. This project will culminate in an essay of 14-20 pages.

**Student Learning Outcomes:**

Upon completion of the course students will be able to:

1. Gather, analyze, and distinguish between primary and secondary sources
2. Critically analyze secondary historical works
3. Construct evidence-based historical arguments
4. Write an original argument-driven essay based on primary source research

**Required Books and Other Course Materials:**

Camilla Townsend, *Malintzin's Choices* (University of New Mexico Press; 1st edition, 2006)

John H. Arnold, *History, A Very Short Introduction* (Oxford University Press; 1 edition, 2000)

Note: Other readings will be accessed on the Course Blackboard page, as noted below.

**Descriptions of major assignments:**

**Short assignments (30%)**

To practice historical methods, you will complete four short assignments over the course of the semester. Prompts and additional info for these assignments are available on Blackboard

1. 2-3 page biographical essay based on primary sources (8/28) (5%)
2. Choose and describe a document from a database in the Library Collections, using worksheet template on Blackboard (9/6) (5%)
3. 4-6 page written analysis of that document (9/15) (10%)
4. Review of Townsend Book (9/29) (10%)

**Research Project (70%)**

Topic proposal and list of source ideas (10/11) (5%)

Annotated Bibliography (10/20) (5%)

Research Progress report presentation (11/6) (5%)

First Draft and Bibliography (11/20) (10%)

Presentation on Research Findings (Last week of class) (10%)

Final Draft of Essay (12/6) (35%)

**Grading:** Please see the description of major assignments above for a breakdown of how course grade will be calculated. No late assignments will be accepted, except for in the event of an emergency in which arrangements are negotiated with the instructor. Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below. Student grades will also be available on Blackboard.

**Make-up Exams:** Make-up exams will be granted only in the event of a verifiable emergency. It is the responsibility of the student to reach out to the instructor in a timely manner to make arrangements.

**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://web.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.

**Title IX:** The University of Texas at Arlington is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).

**Academic Integrity:** Students enrolled all UT Arlington courses 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.

**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. 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 individuals with disabilities.

**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).

**The English Writing Center (411LIBR):** Hours are 9 am to 8 pm Mondays-Thursdays, 9 am to 3 pm Fridays and Noon to 5 pm Saturdays and Sundays. Walk In *Quick Hits* sessions during all open hours Mon-Thurs. Register and make appointments online at <http://uta.mywconline.com>. Classroom Visits, Workshops, and advanced services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information.

## Course Schedule

### Week 1: Course Introduction

Friday 8/25

### Week 2: What is the history?

Monday 8/28, Arnold, History A Very Short Introduction, Ch. 1.

Revised Biographical Essay Based on Primary Source(s) Due

Wednesday 8/30, Arnold, Chs. 2 and 3

Friday 9/1, Selection from Keith Basso "Wisdom Sits in Places" [Blackboard]

### Week 3: How do we know what we know? Working with Primary Sources

No class on Monday 9/4

Wednesday 9/6: Arnold Ch 4, Selection from Richter Facing East [Blackboard]

Description of Primary Source Due

Friday 9/8: Arnold Ch 5, Townsend, "Burying the White Gods" [Blackboard]

### Week 4: Working with Primary and Secondary Sources

Monday, 9/11, Arnold Ch 6-7, What do you need to know to understand primary sources?

Wednesday, 9/13, In Class Work Day

Friday, 9/15, Primary Source Analysis Due

### Week 5: Modeling History in Practice

Monday 9/18 Finding Out, Townsend, Malintzin's Choices, Intro-Ch 1

Wednesday 9/20 Perspective/Point of View, Townsend, Chs 2-3

Friday 9/22 **No Class Today**

### Week 6: Modeling History in Practice, Continued

Monday 9/25 Structure vs. Individuals, Townsend, Chs. 4-6

Wednesday, 9/27 Critiquing History, Finish Malintzin's Choices

Friday, 9/29 Malintzin's Choices Review Due

### Week 7: Developing A Research Project

Monday, 10/2: Developing An Idea, Emic vs. Etic approaches

Wednesday, 10/4: Finding and Organizing Sources

Friday, 10/6: The Do's and Don'ts, Historians in Trouble Reading [Blackboard]

### Week 8: Developing Topic Proposals

Monday, 10/9 Citing Sources Workshop

Wednesday 10/11 Topic Proposals Due

Friday 10/13 Feedback on Topic Proposals

### Week 9: Finalizing Sources

Monday 10/16, No Class Today—Work on Annotated Bibliographies

Wednesday 10/18, In Class Work Day/Help Session  
Friday 10/20, Annotated Bibliographies Due

**Week 10 (10/23-10/27): No class, work on Research Project**

**Week 11 (10/30-11/3): Mandatory individual meetings with me to discuss progress**

**Week 12 (11/6-11/10): Sharing Research In-Progress**

Monday 11/6: Progress reports and feedback  
Wednesday 11/8: Progress reports and feedback  
Friday 11/10: Progress reports and feedback

**Week 13 (11/13-11/17): No Class, Work on Research Project**

**Week 14 (11/20): Sharing Research In-Progress**

Monday, 11/20: First drafts due, in-class discussion  
Wednesday, 11/22: No Class

**Week 15 (11/27-12/1): Research Presentations**

Monday, 11/27: Discussion of History Research Presentation Do's and Don'ts  
Wednesday, 11/29: In-Class research presentations  
Friday, 12/1: In-class research presentations

**Week 16 (12/4-12/8) Research Presentations and Final Drafts**

Monday, 12/4: In-class research presentations  
Wednesday, 12/6: Final Drafts Due

*As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. —Paul Conrad.*

<p><b>Emergency Phone Numbers:</b> In case of an on-campus emergency, call the UT Arlington Police Department at <b>817-272-3003</b> (non-campus phone), <b>2-3003</b> (campus phone). You may also dial 911. <b>For non-emergencies, contact the UTA PD at 817-272-3381.</b></p>
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