

HIST 3300: Introduction to Historical Research
Spring 2018

Instructor(s): Dr. Paul Conrad

My Contact and Office Info:

E-mail: paul.conrad@uta.edu

Office Location: University Hall 322

Phone: 801-645-2304

Email Address: paul.conrad@uta.edu

Faculty Profile: <https://www.uta.edu/profiles/paul%20conrad>

Office Hours: MWF, 10:00AM-10:50AM; 12:00PM-12:50PM or by appointment

Time and Place of Class Meetings: MWF at 1PM in UH 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 a 15 page essay.

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:

All Required Readings will be Accessed on Blackboard

Descriptions of grade components:

Attendance (10%) I take attendance in this course and count it towards your final grade as follows.

Full credit: Up to two absences

Subtract 1 point for each additional absence

Participation (10%) I encourage participation and preparation for class by counting it towards your final grade as follows.

Full credit: Shares point of view regularly in class and asks questions; demonstrates engagement with assigned readings

8-9 points: Often shares his/her point of view and asks questions, but may not always demonstrate knowledge of or engagement with assigned readings

6-7 point: Sometimes shares point of view in discussion or asks questions, but noticeably silent or disengaged at other times, not always prepared or aware of content from assigned readings

5 or less: Chronic lack of engagement or preparation noted.

Research Project (80%)

1. Choose and describe a document from a database in the Library Collections, using worksheet template on Blackboard (5%)
2. 3-4 page analysis of your chosen document (5%)
3. Analysis of the argument of one secondary source relevant to the document you selected (5%)
4. Topic proposal and list of source ideas (5%)
5. Annotated Bibliography (5%)
6. First Draft of at least 6 pages (5%)
7. Research Progress report presentation (10%)
8. Second Draft of at least 10 pages (10%)
9. Final Draft of Essay of 15 pages (30%)

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 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.

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, or view the information at 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 for detailed information.

Course Schedule

Week 1 (Jan 17): Laying the Foundations

Wednesday Course Introduction, Autobiographical essay activity
Friday What is history? (Blackboard reading)

Week 2: (Jan 22): Introduction to Native American History

Monday What is history? Continued (Blackboard reading)
Wednesday Key themes in U.S.-Native relations (Blackboard reading)
Friday Native American History in the Present Day

Week 3: (Jan 29) What are the sources for history

Monday Intro to Primary sources and where they are housed
Wednesday Limitations of primary sources (Blackboard reading) [Assignment 1 Due]
Friday How to read sources; your chosen sources

Week 4: (Feb 5) What are the sources for history, contin.

Monday Library Activity, Finding Secondary sources [Assignment 2 Due]
Wednesday Analyzing secondary sources, pinpointing arguments in-class activity
Friday Analyzing Secondary Sources, contin. [Assignment 3 Due]

Week 5: (Feb 12) Creating a Research Project

Monday What makes for a good topic? (Blackboard reading)
Wednesday What makes for a good question? (Blackboard reading)
Friday Topic Proposals: **Bring to Class to Workshop and Revise** [Topic Proposals Due]

Week 6: (Feb 19) Individual Meetings with me to discuss Progress

Week 7: (Feb. 26) Organization and Ethics

Monday Why does citing matter? Historians in Trouble (Blackboard reading)
Wednesday How does one cite sources [Activity], Meeting Signups for next week
Friday Keeping track: tools for organizing notes and research, [Annotated Bibliography due]

Week 8: (March 5) What is Historiography?

Monday Introduction to the idea (Blackboard reading)
Wednesday Introduction to the idea, contin., Debate on Genocide (Blackboard reading)

Friday No Class today

SPRING BREAK!

Week 9: (March 19) The Writing Process

Monday Tone
Wednesday What belongs in an introduction?
Friday Topics sentences, transitions, and quotes

Week 10: (March 26) Individual meeting with me to discuss progress First Drafts Due via E-mail by Friday at 5PM

Week 11: (April 2) Presenting Research

Monday What makes for a good presentation? (Blackboard reading)
Wednesday Progress Report Presentations Begin
Friday Progress Report Presentations Continue

Week 12: (April 9)

Monday Progress Report Presentations Continue
Wednesday Progress Report Presentations Continue
Friday Reflection on Presentations and Awards (Best Draft, Best Presentation)

Week 13 (April 16): Individual meetings with me to discuss progress Second Drafts due via e-mail by Friday at 5PM

Week 14 (April 23): Individual meetings with me to discuss second drafts

Week 15 (April 30): Course Wrapup and Final Drafts

Monday No Class today, meet with me as needed
Wednesday No Class today, meet with me as needed
Friday Celebration in-class, **Final Drafts Due**, Course Reflection/Evaluation

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