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

**PROFESSOR**: C. MORRIS

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

**OFFICE HOURS**: TR 2:30-5:00

**SECTION INFORMATION**: HIST 3300, SECTION 006

**TIME AND PLACE**: TR 1:00pm-2:20pm UH 13

**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.

**TEXTBOOK:** There are no assigned text books for this class.

**ASSIGNMENTS AND GRADING**:

Attendance 10 points

Bibliography 10 points

Thesis Paragraph 10 points

First draft of complete essay 20 points

Oral presentation of paper to class 10 points

Final essay (10-15 pages) 40 points

###  TOTAL 100 points

**LATE ASSIGNMENTS:** This class is set up to take students through the basic steps of researching and writing history. Therefore, it is important that students complete each step and each assignment in order. No assignment may be skipped. In addition, because a research essay written in one semester leaves no time to spare, it is very important that students stay on schedule. A. Points will be deducted from late assignments

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.

**ATTENDANCE**: Attendance will be noted and a grade given. Students are required to attend all scheduled classes (approximately 20 classes).

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance.

However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

**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/>).

**Disability Accommodations:** UTArlington 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), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* 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 disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** <http://www.uta.edu/disability/> or calling 817-272-3364. 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).

**Counseling and Psychological Services (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://www.uta.edu/hr/eos/index.php).

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu

**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 in their courses by 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. Additional information is available at <https://www.uta.edu/conduct/>. Faculty are encouraged to discuss plagiarism and share the following library tutorials <http://libguides.uta.edu/copyright/plagiarism> and <http://library.uta.edu/plagiarism/>

**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>.

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are 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 via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** for semester-long courses**,** 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 [insert a description of the nearest exit/emergency 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](http://www.uta.edu/studentsuccess/learning-center/utsi/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/studentsuccess/learning-center/mcnair-scholars/index.php). 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 <http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php>

**RESOURCES FOR STUDENTS**

**Research or General Library Help**

Academic Plaza Consultation Services [library.uta.edu/academic-plaza](http://library.uta.edu/academic-plaza)

Ask Us [ask.uta.edu/](http://ask.uta.edu/)

Library Tutorials [library.uta.edu/how-to](http://library.uta.edu/how-to)

Subject and Course Research Guides [libguides.uta.edu](http://libguides.uta.edu/)

Librarians by Subject [library.uta.edu/subject-librarians](http://library.uta.edu/subject-librarians)

Research Coaches <http://libguides.uta.edu/researchcoach>

**Resources**

A to Z List of Library Databases [libguides.uta.edu/az.php](http://libguides.uta.edu/az.php)

Course Reserves [pulse.uta.edu/vwebv/enterCourseReserve.do](http://pulse.uta.edu/vwebv/enterCourseReserve.do)

Study Room Reservations [openroom.uta.edu/](http://openroom.uta.edu/)

**Bomb Threats:**

If anyone is tempted to call in a bomb threat, be aware that UTA will attempt to trace the phone call and prosecute all responsible parties. Every effort will be made to avoid cancellation of presentations/tests caused by bomb threats. Unannounced alternate sites will be available for these classes. Your instructor will make you aware of alternate class sites in the event that your classroom is not available.

**Stop. Think. Protect Yourself. You Have Choices.**

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor.

This graphic provides each member of the UTA community with information and options for responding to an active threat. These options are not chronological, but are designed to address dynamic situations. Assess the situation (your location, the location of the threat, type of threat, etc.), identify and weigh your options, develop a plan of action and commit to it.



Additional information for active threat and other emergency situations can be found through the links below:

[police.uta.edu/activeshooter](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fpolice.uta.edu%2Factiveshooter&data=02%7C01%7C%7C72bad73120ce4fe0345908d5fec639e5%7C5cdc5b43d7be4caa8173729e3b0a62d9%7C0%7C0%7C636695049695960185&sdata=08ECLBwRL1fOGeVOAKE9ZC1e5jIXKd6gXrrS8vl%2F8rE%3D&reserved=0)

police.uta.edu/em

**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

Aug. 22 Introduction; discussion of syllabus

WEEK TWO

Aug. 27 Deconstructing a work of historical research

Aug. 29 discussion continued

WEEK THREE

Sept. 3 NO CLASS: Labor Day Holiday

Sept. 5 Coming up with a topic and a preliminary bibliography

WEEK FOUR

Sept.10 Primary Sources: What are they and how to find them

Sept. 12 No Class: Students will work on bibliographies

WEEK FIVE

Sept.17 **ANNOTATED BIBLIOGRAPHIES DUE IN CLASS**

Sept. 19 discussion of bibliographies

WEEK SIX

Sept.24 Coming up with an argument or thesis

Sept.26 NO CLASS: Student are to read sources and begin to develop an argument

WEEK SEVEN

Oct. 1 NO CLASS: Student are to read sources and begin to develop an argument

Oct. 3 NO CLASS: Student are to read sources and begin to develop an argument

WEEK EIGHT

Oct. 8 **THESIS PARAGRAPH DUE IN CLASS**

Oct. 10 Discussion of thesis paragraphs

WEEK NINE

Oct.15 Discussion of progress

Oct.17 Writing: Some basics

WEEK TEN

Oct.22 What Is Historiography and Why Does it Matter?

Oct. 24 Historiography, continued

WEEK ELEVEN

Oct.29 No Class: Students will work on their drafts. Professor will be available in his office to meet with students individually

Oct.31 No Class: Students will work on their drafts. Professor will be available in his office to meet with students individually

WEEK TWELVE

Nov.5 No Class: Students will work on their drafts. Professor will be available in his office to meet with students individually

Nov.7 **FIRST DRAFT DUE**

 How to Make an Oral Presentation

WEEK THIRTEEN

Nov.12 Presentations

Nov.14 Presentations

WEEK FOURTEEN

Nov.19 NO CLASS

Nov.21 NO CLASS

WEEK FIFTEEN

Nov.26 Presentations

Nov.28 Presentations

WEEK SIXTEEN

Dec. 3 **FINAL ESSAY DUE IN CLASS**