**HIST 3300: Introduction to Historical Research**

**Fall 2018**

**Instructor:** Dr. Cristina Salinas

**Office Number:** UH 326

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**Faculty Profile:**

**Office Hours:** MW: 2:30-3:30; TH 3-4

**Section Information:** HIST 3300-005

**Time and Place of Class Meetings:** UH 13, MWF 11-11:50 AM

**Description of Course Content:** This course offers an introduction to the methods historians use to conduct research and present their findings in written and oral form. Students will explore the limits and possibilities of the production of historical knowledge, as well as the process of historical research. Students will develop research projects based on primary and secondary sources, ending with a research paper and oral presentation. Students are encouraged to use the UTA Library’s Special Collections.

**Student Learning Outcomes:**

* Students will learn to evaluate primary and secondary sources.
* Students will learn to analyze secondary sources, including recognizing arguments, evidence, claims, and significance.
* Students will learn how to write an argument-driven essay based on primary source research.
* Students will sharpen oral communication skills through a cogent and concise presentation of research.

**Required Textbooks and Other Course Materials:**

Carlo Ginzburg, The Cheese and the Worms: The Cosmos of a Sixteenth-Century Miller

Jules R. Benjamin, A Student’s Guide to History, 12th ed.

Plus, materials posted on Blackboard

**Descriptions of major assignments and examinations:**

In-Class Writing and Participation: 15%

This will track and evaluate a student’s in-class writing exercises and participation in individual and group activities.

Analysis of Cheese and Worms: 10%

Students will deconstruct Carlo Ginzburg’s, The Cheese and the Worms, evaluating claims, argument, evidence, qualifications, and significance. 3 pages.

Primary Source Analysis: 10%

Students will write a (3-4) page analysis of a primary source on the topic of their research project.

Project Proposal, Outline, and Annotated Bibliography 10%

Students will write a research proposal, outline of their paper, and annotated bibliography of their primary and secondary sources.

Rough Draft 15%

Students will produce a (8-10) page draft of their paper.

Final Draft 30%

Students will produce a 12-page research paper based on primary and secondary sources.

Oral Presentation 10%

Students will present their research in an 8 minute in-class oral presentation.

**Attendance:** 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. As the instructor of this section, I will monitor attendance and non-attendance will be reflected in your final grade. 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.

**Grading**: I grade on a 200-point scale. Each assignment will have a raw maximum score possible. All assignments will add up to 200 points. Grades will be posted on blackboard. For example, if an assignment is worth 10%, the numerical maximum for that assignment will be 20 points. Students can keep track of their progress throughout the semester by dividing their point total by the maximum possible points at any given time. At the end of the semester, a numerical grade will be converted to a letter grade from A-F.

**Make-up Exams**: There are no make-up exams. Late papers will be accepted, with a penalty assessed for each day it is late.

**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](mailto: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 on the right and the left at the end of the hallway. 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.

Students should also subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

**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](mailto:resources@uta.edu), or view the information at <http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php>

**The** [**IDEAS Center**](https://www.uta.edu/ideas/) **(**2nd Floor of Central Library) offers **FREE** [tutoring](https://www.uta.edu/ideas/services/tutoring/index.php) to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

**The English Writing Center (411LIBR)**: The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at [https://uta.mywconline.com](https://uta.mywconline.com/). Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. <http://library.uta.edu/academic-plaza>

**Librarian to Contact:**

History: Andy Herzog; [amherzog@uta.edu](mailto:amherzog@uta.edu); 817-272-7517

History: Special Collections: Ben Huseman; [huseman@uta.edu](mailto:huseman@uta.edu); 817-272-0633

**Course Schedule**

“*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. –Cristina Salinas.”*

**Week One 8/22-24**

W: Introduction of Syllabus

F: Newspaper Exercise

**Week Two 8/27-8/31**

MW: Power and the Production of History

Reading: Michel-Rolph Trouillot, Silencing the Past, Chapter Two on Blackboard

F: The Uses of History: Reading: <https://www.historians.org/publications-and-directories/perspectives-on-history/november-2017/medievalism-white-supremacy-and-the-historians-craft>

**Week Three 9/3-9/7**

**M: No Class. Labor Day**

W: Special Collections Visit

F: Techniques to Analyze Secondary Sources: Reading: Ginzburg, Preface through Section 12 of Main Text.

**Week Four 9/10-9/14**

The Cheese and the Worms

M: Reading: Ginzburg through Section 40

W: Reading: Ginzburg through Section 56

F: Reading: Ginzburg through to the end. **Assignment Due: Analysis of Cheese and the Worms**. **Submit via Blackboard.**

**Week Five: 9/17-9/21**

Developing Research Topic

M: Archive Visit. Primary Source Research

W: Archive Visit. Primary Source Research

F: One on One Meetings about Research Topic

**Week Six: 9/24-9/28**

Reading Secondary Sources

M: One on One Meetings about Research Topic

W: What is Historiography? Reading: Historiography Essay on Research Topic

F: Historiography. **Assignment Due: Primary Source Analysis. Submit via Blackboard.**

**Week Seven 10/1-10/5**

Research Week

**Week Eight 10/8-10/12**

Research Week

One on One Research Progress Meetings

F: **Assignment Due. Proposal, Outline, Annotated Bibliography. Submit via Blackboard.**

**Week Nine 10/15-10/19**

In-Class Discussions of Proposals, Outline, and Bibliography

**Week Ten 10/22-10/26**

Research Week

**Week Eleven 10/29-11/2**

F: **Assignment Due. Rough Draft. Submit via Blackboard.**

**Week Twelve 11/5-11/9**

Small Group Peer Review. Reading: Other Students’ Rough Drafts

**Week Thirteen 11/12-11/16**

Revision Week

**Week Fourteen 11/19-11/23**

M: Citations and Formatting

W-F **Thanksgiving Break**

**Week Fifteen 11/26-11/30**

**Class Presentations**

**Week Sixteen 12/3**

M: Last Day of Class

**Final Paper Due: Dec. 7th via Blackboard**