

**History 253.01E**  
**READING AND WRITING HISTORY**  
**Spring 2015**

Instructor: Dr. Judy Ann Ford  
Office Location: SS 111  
Office Hours: TR 11:00 – 12:00, 1:00- 2:15 PM and by appointment  
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**COURSE INFORMATION**

Materials--Required:

John H. Arnold, *History: A Very Short Introduction* (Oxford University Press, 2000). ISBN: 019-285352X.

Anthony Brundage, *Going to the Sources: A Guide to Historical Research and Writing*, 5<sup>th</sup> edition (Wiley-Blackwell, 2013). ISBN: 978-1118515310

Kate L. Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th edition (University of Chicago Press, 2013). ISBN-10: 0226816389

Course Description:

This course introduces students to the discipline of history as it is taught at the college level. Students will discover how and why historians debate issues of evidence and interpretation. By studying the “history of history,” students will learn to distinguish between various schools or styles of academic history; to improve reading, note-taking, and library skills; and to formulate meaningful thesis statements. Students will apply the lessons of the course in a hands-on research experience which will result in the preparation and presentation of a finished historical essay in approved scholarly form.

Student Learning Outcome:

1. Students will demonstrate an understanding of historiography, that is, a familiarity with a range of historical methods, theories, and schools of interpretation.
2. Students will be able to research and write a thesis-driven paper of at least twelve pages on an historical topic, using appropriate sources.

## COURSE REQUIREMENTS

### Attendance and Participation

Attendance at all class meetings is strongly encouraged. You are responsible for all material covered in our class meetings, regardless of your physical presence in the room. Although the course will be taught primarily through lectures, there will be periodic questions put to the class.

### Assessment

#### A. Exams

There will be two exams. Each will consist of three parts: multiple choice questions, short answer questions, and an essay. The exams will draw upon the lectures and all assigned reading material. Answers must be written in ink either in a blue book or on stapled paper. No work in pencil will be accepted.

Students who miss either exam, for any reason, may make it up at the end of the semester on the designated make-up day.

#### B. Citation Exercise

Students will be provided with bibliographic information and will use it to write footnotes and bibliographic entries in correct Turabian format (note-bibliography format). It is not cheating to use Turabian. It is not cheating to use an online source or program. It is cheating to have someone else do the work for you. Whatever resources you need to use so that you format the information correctly is fine.

#### C. Initial Proposal

Each student will submit a brief initial proposal. It must contain their research question, written in the form of a question. It must also include the answer they think they will find to their research question (a tentative hypothesis). The initial proposal must be submitted through the drop box in eCollege by midnight, February 10<sup>th</sup>.

Once the research question has been approved, it may not be changed under any circumstances.

If the initial proposal is submitted late, it will be graded at the earliest opportunity—which may be days or weeks after the submission. Late submissions may therefore jeopardize success in the course. It is the student's responsibility to submit assignments in a timely manner, and any consequences following the submission of late work are entirely the responsibility of the student.

#### D. Historiographic essay and bibliography due

Each student will write a brief essay, a minimum two pages, about five scholarly secondary sources—no reference works, no websites, no primary sources--consulted in their research. Follow the model in Brundage. Make sure that your essay is not about your topic but about the sources.

Do not use any quotes from the sources.

In addition to the two-page essay, list the sources a bibliography in correct Turabian format. The bibliography should start on the top of a page, titled “Bibliography.” The bibliography DOES NOT COUNT towards the two-page minimum for the essay.

The historiographic essay and bibliography must be submitted through the drop box in eCollege by midnight, April 2nd. However, the historiographic essay and bibliography may not be submitted until the research question has been approved. If submitted before a research question has been approved, it will earn a grade of zero.

If the historiographic essay and bibliography is submitted late, it will be graded at the earliest opportunity—which may be days or weeks after the submission. Late submissions may therefore jeopardize success in the course. It is the student’s responsibility to submit assignments in a timely manner, and any consequences following the submission of late work are entirely the responsibility of the student.

#### E. Draft

A draft of the paper must be submitted in the dropbox in eCollege by midnight, April 30<sup>th</sup>. The draft, like the final version, must include:

- a title page—this part is one page,
- a body—this part must be at least fifteen pages,
- a bibliography—this part will be one or two pages.

Think of this draft as your final paper, with the added benefit of having about a week to revise after getting my comments.

The draft may not be submitted until the historiographic essay and bibliography have been graded and returned. If submitted otherwise, it will earn a grade of zero.

If the draft is submitted late, it will be graded at the earliest opportunity—which may be days or weeks after the submission. Late submissions may therefore jeopardize success in the course. It is the student’s responsibility to submit assignments in a timely manner, and any consequences following the submission of late work are entirely the responsibility of the student.

## F. Research Paper

Each student will write a research paper on some historical subject. The topic is of your choice, although the research question must be approved. Be smart and select a topic of a manageable size, about which you can find information, and concerning which you will have something new to say. Smaller is better.

The paper must consist of the following:

- a title page—this part is one page,
- a body—this part must be at least fifteen pages,
- a bibliography—this part will be one or two pages.

The title page must include: the student's name, a title for the assignment, the course title, and the date. Please note: your title should tell the reader something about what he or she is about to read. Use the content of your writing to compose your title. If you do not give your work a title, or if you copy the title of the book, or if you use a title like "History Paper," expect a grade penalty. **The title page is not to be numbered, nor does it count towards enumerating the other pages.**

The body should be at least fifteen pages, in a type-sized font, double-spaced, with one inch margins all around. Again, the most important aspect of your work is how well you craft and defend a thesis, but grammar and mechanics will be considered in the grade as well.

The bibliography must include only peer-reviewed articles, scholarly books, and reputable websites. The bibliography must include a minimum of ten sources, of which at least eight must be secondary. No more than one source may be a reference work (for example, textbooks or encyclopedias); and no more than one may be a website. By way of clarification, a journal article that appears in print and is later reproduced full-text on the Internet does not count as a website; by "website" I mean material written for an internet site, not merely reproduced there. **The bibliography is paginated, but it does not count towards the fifteen pages required for the body of the paper.**

The final paper is due in the eCollege dropbox by midnight, May 12<sup>th</sup>. Please note that the paper may not be submitted until the draft has been graded and returned. If submitted otherwise, it will earn a grade of zero.

## GRADING

Exams	300
<i>150 points each</i>	
Citation exercise	100
Initial Proposal	50
Historiography essay and bibliography	100
Draft	100
Paper	<u>350</u>
TOTAL	1000 points

The grading scale used for this course is as follows:

900-1000	=	A
800-899	=	B
700-799	=	C
600-699	=	D
599 or less	=	F

## **TECHNOLOGY REQUIREMENTS, ACCESS AND NAVIGATION**

### **Word Processing**

You will need access to a word processor and printer to prepare the proposal and research paper. You should be able to insert footnotes in your papers.

### **ACCESS AND NAVIGATION**

#### **Pearson LearningStudio (eCollege) Access and Log in Information**

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to:

<http://www.tamuc.edu/myleo.aspx>.

**You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).**

It is strongly recommended that you perform a "Browser Test" prior to the start of your course. To launch a browser test, login to Pearson LearningStudio, click on the 'myCourses' tab, and then select the "Browser Test" link under Support Services.

#### **Pearson LearningStudio Student Technical Support**

Texas A&M University-Commerce provides students technical support in the use of Pearson LearningStudio.

Technical assistance is available 24 hours a day/ 7 days a week.

If at any time you experience technical problems (e.g., you can't log in to the course, you can't see certain material, etc.) please contact the Pearson LearningStudio Help Desk, available 24 hours a day, seven days a week.

The student help desk may be reached by the following means 24 hours a day, seven days a week.

- **Chat Support:** Click on *'Live Support'* on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.
- **Email:** [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org) to initiate a support request with Pearson LearningStudio Technical Support Representative.

**Accessing Help from within Your Course:** Click on the *'Tech Support'* icon on the upper left side of the screen inside the course. You will then be able to get assistance via online chat, email or by phone by calling the Help Desk number noted below.

**Note:** Personal computer problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, an Internet cafe, or a bookstore, such as Barnes & Noble, etc.

### **Policy for Reporting Problems with Pearson LearningStudio**

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure **MUST** be followed?

1. Students must report the problem to the help desk. You may reach the helpdesk at [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org) or 1-866-656-5511
2. Students **MUST** file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and to provide me with the helpdesk ticket number
4. At that time, I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer/access problems are not a legitimate excuse for filing a ticket with the Pearson LearningStudio Help Desk. You are strongly encouraged to check for compatibility of your browser **BEFORE** the course begins and to take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform. **ONLY** Pearson LearningStudio based problems are legitimate.

#### **Internet Access**

An Internet connection is necessary to participate in discussions and assignments, access readings, transfer course work, and receive feedback from your professor. View the requirements as outlined in Technology Requirements above for more information.

#### **myLeo Support**

Your myLeo email address is required to send and receive all student correspondence. Please email [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at <https://leo.tamuc.edu>.

#### **Learner Support**

Go to the following link [One Stop Shop](#)- created to serve you by attempting to provide as many resources as possible in one location.

Go to the following link [Academic Success Center](#)- focused on providing academic resources to help you achieve academic success.

## COMMUNICATION AND SUPPORT

If you cannot see me during office hours, please send me an email so that we can make an appointment. I am quite happy to see students at any time as long as I don't have a prior commitment.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Classroom Behavior

All students are expected to observe basic tenets of common decency and acceptable behavior conducive to a positive learning environment (See Student's Guide Handbook, Policies and Procedures, Conduct).

### Academic Honesty

In all courses, I expect that all work that you do and turn in is your own. It is the policy of the University, the History Department, and myself that no form of plagiarism, cheating, collusion, or any other form of academic dishonesty will be tolerated. Plagiarism is defined as deliberately taking the words or ideas of someone else and passing them off as your own. Cheating is obtaining unauthorized assistance on any assignment. Collusion is the selling of academic products with the intention that they be submitted to satisfy an academic requirement. Students are expected to uphold and support the highest academic standards at all times. Any student found guilty of academic dishonesty will automatically fail the assignment in question, will likely fail the entire course, and will be subject to disciplinary action by the University (See Texas A&M University-Commerce Code of Student Conduct 5.b[1,2,3]). Further information on the History Department plagiarism policy can be found on the History Department web page. If you are even unclear about what constitutes plagiarism or academic dishonesty, please ask me.

### Writing Center

Students are encouraged to take advantage of the resources of the Writing Center for assistance with drafting their papers. The Writing Center is a resource for you. They will not write your paper; they will help you improve your writing skills. If you use the Writing Center, please plan ahead. They can only help you if you see them in advance and have time to incorporate their suggestions into the final paper. More information can be found at <http://www.tamuc.edu/academics/colleges/humanitiessocialsciencesarts/departments/literatureLanguages/writingCenter/default.aspx>.

### ADA Statement

#### Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation

requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
Texas A&M University-Commerce  
Gee Library- Room 132  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
[StudentDisabilityServices@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

A&M-Commerce will comply in the classroom, and in online courses with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

#### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*). Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <http://www.albion.com/netiquette/corerules.html>

## **COURSE OUTLINE / CALENDAR**

WEEK ONE	January 20 & 22 Introduction; discuss syllabus in E-College Workshop: Historians Make Arguments, Part I
WEEK TWO	January 27 & 29 Workshop: Historians Make Arguments, Part II Workshop: Avoiding pitfall in research questions
WEEK THREE	February 3 -5 Sources: Brundage, chs. 2 and 3 Using sources to craft a research question
WEEK FOUR	February 10 – 12 Digging deeper into sources: Brundage, chs. 3 and 4; Initial proposal due The Historiographic Essay: Brundage ch. 6
WEEK FIVE	February 17 – 19 Working with Primary Sources: Brundage, chs. 7 and 8 Primary source exercise
WEEK SIX	February 24 – 26 Exam One: Brundage Evaluating sources: reliability and appropriateness
WEEK SEVEN	March 3 - 5 Introduction to the Turabian Manual Source citation: avoiding plagiarism, following the guidelines
WEEK EIGHT	March 10 - 12 Citation practice Citation practice; Citation exercise in eCollege
WEEK NINE	SPRING BREAK
WEEK TEN	March 24 - 26 Library Lab Collecting a bibliography
WEEK ELEVEN	March 31 - April 2 Bibliography workshop Introduction to Historiography: Arnold, chs. 1 & 2; Historiographic essay and bibliography due
WEEK TWELVE	April 7 - 9

Arnold, ch. 3  
Arnold, ch. 4

WEEK THIRTEEN April 14 - 16  
Arnold, ch. 5  
Arnold, ch. 6

WEEK FOURTEEN April 21 – 23  
Arnold, ch. 7  
Exam Two: Arnold

WEEK FIFTEEN April 28 - 30  
Framing your argument: writing introductions and conclusions  
Workshop on introductions; Draft due

WEEK SIXTEEN May 5 - 7  
Revise and finalize paper  
Make-up day

FINAL EXAM PERIOD Tuesday, May 12<sup>th</sup>: Final paper due