Fall 2020  
HIST 3300 The Historian’s Craft  

Instructor: Dr. Timothy C. Hemmis  
Meeting Room: Online Webex and Canvas  
TTR: 11:00-12:15PM  
Office: HH 216H  
E-Mail: themmis@tamuct.edu  
Phone: 254-501-5931  
Virtual Phone: 254-300-8418  
Office Hours: By Appointment  

This is a blended online course which will mostly be done via Canvas but there will be days that we will meet via Webex at the scheduled time.  

Course Description and Objectives:  

This class is structured to be the gateway course for the History Major. It will introduce students to the practices and methods of the historian. This course will strengthen your critical thinking, reading, and writing skills, research skills, and provide a foundation for better understanding the study of history. You will demonstrate the ability to develop and focus on one topic in writing assignments and present ideas in an organized, logical, and coherent form. You will also demonstrate the ability to use Standard English grammar, punctuation, spelling, and usage. Lastly, you will hopefully leave this class with a better understanding of how history is done.  

*** This course is required of all history majors, is a prerequisite for upper level History courses, and must be taken during their first semester at TAMUCT.  

The course objectives:  
• To draw connections between the past and the present.  
• To understand historical debates.  
• To work with primary documents and develop an understanding of how historians use documents to interpret the past.  
• To critically analyze a historical text.  
• To write clear and coherent essays that develop a historical argument.  

This course is classified as Writing Instructive therefore writing will be an essential part of your assessment. You will be given several opportunities to improve your writing skills on various assignments including book reviews and drafts of research papers. Revising is a key part of the writing process, so you will receive feedback on all written assignments.  

Required Texts  


**Recommended Texts**


There can be other articles and book chapters that the Professor may provide electronically each week.

**Course Requirements**

Grades will be determined on the following basis:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
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<tbody>
<tr>
<td>Primary Source Analysis Paper</td>
<td>100</td>
</tr>
<tr>
<td>Journal Article Review</td>
<td>150</td>
</tr>
<tr>
<td>Book/Monograph Review</td>
<td>150</td>
</tr>
<tr>
<td>Conference Proposal</td>
<td>100</td>
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<tr>
<td>Annotated Bibliography</td>
<td>100</td>
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<tr>
<td>Oral Presentation on Research</td>
<td>100</td>
</tr>
<tr>
<td>Rough Draft of Research Paper</td>
<td>100</td>
</tr>
<tr>
<td>Final Draft of Research Paper</td>
<td>200</td>
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</tbody>
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**Scoring:**

Final Grades will be determined based upon the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A</td>
<td>900-1000 points</td>
</tr>
<tr>
<td>B</td>
<td>800-899 points</td>
</tr>
<tr>
<td>C</td>
<td>700-799 points</td>
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<tr>
<td>D</td>
<td>600-699 points</td>
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<tr>
<td>F</td>
<td>Below 600 points</td>
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**Attendance and Participation**

Class attendance and participation are crucial elements of the learning experience. Attendance is your responsibility. Your participation each week consists completing the modules each which includes readings, video lectures, and an open forum. The open forums are where you can ask questions about the modules.
**Writing Assignments**

**Book Review**
There will be one critical review of a monograph. The review will be 900-1100 words long and be modeled after critical reviews in academic journals such as the *American Historical Review* or *The William and Mary Quarterly*. A book review concentrates on identifying and critiquing the author’s thesis. What is the author trying to argue, what evidence do they use, and do you agree and disagree? It is not just a simple summary of the book.

**Journal Article Review**
There will be one critical review of a journal article. The review will be 700-900 words long and be modeled after critical reviews in academic journals such as the *American Historical Review* or *The William and Mary Quarterly*. A journal review concentrates on identifying and critiquing the author’s thesis. What is the author trying to argue, what evidence do they use, and do you agree and disagree? It is not just a simple summary of the book.

**Primary Source Analysis Essay**
Each student will find a substantial primary source given by the instructor. They must read and analyze the primary source. Then write a two page summary and analysis of the document.

**Research Paper**
You will perform primary and secondary historical research on any topic in history and write an argumentative paper (10 -12 pages of text) with appropriate footnotes and bibliography. The topic choice is the student’s decision (within the class’s subject area), but it must be reached in consultation with the instructor. Students should get to the library early and begin searching out primary documents they can base their research.

Please let the instructor know your person of interest by Week 3 via email.

The student then will write a conference proposal (with thesis statement) worth 10% of the grade this would be similar to a conference proposal.

Then there will be a rough draft of the paper worth 10% of the grade.

There will also be an oral presentation of the paper worth 10% of the grade.

The final draft of essay will be 2,000-3,000 words and be worth 20% of the grade.

There will be period research checks throughout the semester (orally or written)

**Annotated Bibliography**
The Annotated Bibliography will consist of 8 monographs and 3 journal articles. Worth 10% of the grade

**Oral Presentation**
Students will give a 5-8 minute presentation on their research topic in class via studio worth 10% of the grade. Each student will make a PowerPoint presentation via Studio and post it in Canvas for the class to see it.
**Important Reminder**

Late Papers will be penalized 10% (or 1 letter grade) for every class day they are late. Weekends do not count as class days.

**Academic Dishonesty**

Academic dishonesty will not be tolerated. You must follow to honesty codes set forth in the student handbook. Plagiarism is a serious offense. This or any other violation of the university’s Code of Student Conduct can result in penalties that can include failing the assignment, an F in the class and/or expulsion from the university. For the official definition of what constitutes plagiarism, see the Student Handbook.

All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

The instructor reserves the right to use electronic resources to detect plagiarism.

**If you have any questions about this, please see me.**

**FORMATTING**

Essays must comply with the following formatting guidelines. Writing assignments are due at the beginning of class on the date indicated. Essays must be submitted as hard copies (electronic copies of papers will not be accepted).

Your papers must be typewritten, with 12 pt. font in Times New Roman and double-spaced lines. The header of your paper should be single-spaced and in the following format:

- Your Name
- Paper, HIS 343
- Dr. Timothy Hemmis
- janedoe@yahoo.com
- Due Date

Your paper should have 1” margins on the top and bottom and 1.25” margins on the left right margins. Evidence must be cited using footnotes. Use of alternate forms of citation, such as the MLA format, is not acceptable. Finally, your essays must be stapled (no “dog ears,” paper clips, or binders) and the pages numbered! If you have questions about the proper format of your essay, please see me during my office hours.

The essay must include evidence from the text, and you must cite that evidence using footnotes. Use the following examples as models:

First citation:

Subsequent citations:


Unexcused/ Late Work or Absences from Exams:

The only valid excuses for missing an exam or failing to turn in a paper or homework on time are illnesses requiring medical care, required university activities, religious holidays, or a personal emergency of a serious nature. To be excused without penalty, documentation is required. In certain other circumstances, I will allow you to turn in an assignment early or take an exam in advance, but you must see me as soon as possible. Do not wait until the last possible minute.

Incomplete Policy

**Students that find themselves facing an unexpected, life altering circumstance before the drop deadline should drop the course. Should a student encounter an unexpected, life altering circumstance after the drop deadline, that student may be eligible for an incomplete so long as all work due before the circumstance has been submitted and the student has a reasonable chance to pass the course should the work be completed as soon as the circumstance resolves itself. No student should expect to receive an incomplete.**

Academic Accommodations:

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion web page [https://www.tamuct.edu/student-affairs/access-inclusion.html].

Important information for Pregnant and/or Parenting Students.

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the Student Affairs web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender— including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and
parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

COVID-19 SAFETY MEASURES
To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, Texas A&M University-Central Texas has adopted policies and practices to minimize virus transmission. All members of the university community are expected to adhere to these measures to ensure their own safety and the safety of others. Students must observe the following practices while participating in face-to-face courses, course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.) and co-curricular programs:

• Self-monitoring—Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction. Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities.

• Face Coverings—Face coverings must be worn inside of buildings and within 50 feet of building entrances on the A&M-Central Texas Campus. This includes lobbies, restrooms, hallways, elevators, classrooms, laboratories, conference rooms, break rooms, non-private office spaces, and other shared spaces. Face coverings are also required in outdoor spaces where physical distancing is not maintained. The university will evaluate exceptions to this requirement on a case by case basis. Students can request an exception through the Office of Access and Inclusion in Student Affairs.

• If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office of Student Conduct. Additionally, the faculty member may choose to teach that day’s class remotely for all students.

• Physical Distancing—Physical distancing must be maintained between students, instructors, and others in the course and course-related activities.

• Classroom Ingress/Egress—Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Leave classrooms promptly after course activities have concluded. Do not congregate in hallways and maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.

• The university will notify students in the event that the COVID-19 situation necessitates changes to the course schedule or modality.

Academic Support Services

University Writing Center

The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Fall 2020 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours online Monday thru Thursday from 6:00-9:00 p.m. The UWC is also offering hours from 12:00-3:00 p.m. on Saturdays. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. By
providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

University Library
The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

For Fall 2020, all reference service will be conducted virtually. Please go to our Library website

WARRIOR SHIELD
Emergency Warning System for Texas A&M University-Central Texas
Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by 911Cellular [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.
Technology Requirements
This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.
For issues related to course content and requirements, contact your instructor.

Other Technology Support
For log-in problems, students should contact Help Desk Central
24 hours a day, 7 days a week
Email: helpdesk@tamu.edu
Phone: (254) 519-5466
Web Chat: [http://hdc.tamu.edu]
Please let the support technician know you are an A&M-Central Texas student

Cell Phones
In accordance with College policy, the use of all personal electronic communication devices in this class (or laboratory) is prohibited. Students are required to turn off or silence their personal electronic communication devices during this class. Also there will be no photography allowed in class of slides, unless a student gains permission from the professor.

***This syllabus is a mutual contract between the professor and student and the student and professor.

Course Schedule
(THE MOST UPDATE SCHEDULE AND READINGS WILL BE IN THE CANVAS MODULES)

Week 1 Class Introduction and What is History?
Reading Assignment: Read the Syllabus; Rampolla 1-7;

Week 2 History of History and Evaluating Sources
Reading Assignment: Rampolla 8-23,

Week 3 Researching
Reading Assignment: Rampolla 24-50
Week 4 Research Skills
Assignments:

Week 5 Thinking like a Historian: Journals
Assignments
Discussion of Journals and Peer Reviewed Articles

Week 6 What about Book Reviews?
Reading Assignment:

Week 7 Historiography and Annotated Bibliographies
Reading Assignment: Turabian 149-168.

Week 8 Facts why they matter
Reading Assignment: Turabian 38-50

Week 9 What is a thesis?
Reading Assignment; Turabian 52-65; 132-133; Rampolla 82-102.

Week 10 Tackling a Research Paper
Reading Assignment: Turabian 66-85; 134-135

Week 11 Editing is Writing
Reading Assignment: Rampolla 61-81

Week 12 Archival Work
Reading Assignment:

Week 13 Jobs in the History Field (Reading Assignment: https://www.historians.org/jobs-and-professional-development/career-resources/careers-for-history-majors

Week 14 Writing Week
Reading Assignment:

Week 15 Presentations

Week 16: Final Wrap Up