



## Introductory Research Seminar

HIS 709

Spring 2022

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Office: Zoom  
Hours: by appointment

**History Department Facebook page:** <https://www.facebook.com/UNCGDepartmentofHistory/>

**History Department Website:** <https://his.uncg.edu/>

*\*Note that this syllabus is subject to change at the discretion of the instructor. Any necessary changes in the syllabus or course schedule will prioritize effectiveness for student learning.*

### Support

For technical assistance, please reach out to the helpdesk at 336-256-8324. You can also use the ITS website for assistance - <https://its.uncg.edu/Help/>

For questions about your work in the course you can reach me by email: [lctolber@uncg.edu](mailto:lctolber@uncg.edu). I will happily schedule Zoom consultation sessions with you by appointment.

### Scope and Purpose of the Course

This course is designed as an advanced introduction to professional research practice. You will develop your own research project based on your individual interests. But this course will not operate as if you were pursuing a set of unrelated independent studies. Though your topics will differ widely, you will all be facing similar research and writing problems: finding primary sources, understanding what your evidence means, presenting your findings in an interesting and compelling interpretation. Thus the subject of this course is not based on any particular historical period or topic, rather it is the historical method—the process of historical investigation, and particularly the role of writing in the research process. We will follow the approach of Booth, Colomb, and Williams, who explained in *The Craft of Research* that “writing is not just the last stage of a research project but from its beginning a guide to critical thinking.”

Your primary goal in this course is to write a compelling, evidence-based proposal for an original research project. You will develop the proposal in stages and, as in any professional grant competition, peer review will be an important part of the research process in the course.

## Writing Groups

As your topics develop you will have opportunities to work in writing groups that share common topic content, but you will not be assigned to a permanent writing group based on topic. Instead, we will use writing groups in different ways as a research tool at different stages of project development. Sometimes we will work as a whole class, sometimes you will work in teams of three or four, or in pairs. Beyond basic peer review of assignment drafts, writing groups will work on such project development processes as weekly goal setting, concept mapping, and bibliographic development.

## Student Learning Outcomes

By the end of the semester you should be able to:

- Recognize and explain the [AHA Standards of Professional Conduct](#) related to research practice.
- Construct a meaningful original research problem with clearly defined research goals.
- Construct a well-designed research bibliography that contains the most relevant primary and secondary sources for your project.
- Demonstrate your mastery of historiography by explaining the significance and contribution of your research to the appropriate historical field(s) of scholarship.
- Identify and apply the best methodologies for effective source analysis to successfully address your research problem.

## Evaluation and Grading

Discussion Board and Class Discussion	20%
Historiography and Significance	20%
Methodology and Primary Source Analysis	20%
Proposal Draft with Annotated Bib	20%
Final Proposal	20%

Parameters for the research project:

- You can research any topic but you must have access to the most important primary sources for your topic either physically or digitally
- Your final bibliography will contain different types of primary sources and 20-25 scholarly sources relevant to the research problem, including appropriate methodologies for interpreting primary sources with respect to the research problem.
- Use [ACLS guidelines](#) to identify and employ best practices in grant proposal writing in the humanities.

**Course Grade Scale:** A 94-100 / A- 90-93 / B+ 87-89 / B 84-86 / B- 80-83 / C+ 77-79 / C 74-76 / F 72 and below.

## Required Text

There is no required textbook for this course. All assigned readings will be provided in Canvas.

## Course Structure

The course is organized into four multi-week Canvas modules. At the end of each module, you will submit an assignment that applies the reading and methods we studied in the module. The Discussion Board will offer different kinds of opportunities to practice the skills and concepts that are the focus of each module.

## Course Facilitator Expectations

- The course facilitator will provide timely and constructive feedback on all graded assignments.
- The course facilitator monitors all discussion posts and provides feedback when appropriate.
- The course facilitator will answer all emails from students within 24 business hours.
- Any course updates and new information will be sent via course announcement in Canvas as early in the week as possible.

## Participant Expectations

- Plan to spend at least 3-5 hours a week completing this course. This time includes reviewing the module, submitting your assessments, and participating in the class discussions.
- If you are unable to meet a deadline or experience a personal issue, please notify the course facilitator immediately.
- Be respectful of others in your discussion posts and replies. Your feedback should be constructive and sensitive. Think about the replies that you would want to receive.
- If you have a specific question about your course, email the course instructor.

# COURSE POLICIES

## LATE WORK POLICY

You will do best in this course if you work on schedule. If something gets in the way of this, please reach out immediately.

## ACCESSIBILITY/ACCOMMODATIONS

UNCG seeks to comply fully with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a disability must be registered with the Office of Accessibility Resources and Services (OARS). If you wish to request accommodations, please start the process by contacting OARS at 215 Elliott University Center, 336-334-5440, [ods.uncg.edu](https://ods.uncg.edu) ([Links to an external site.](#))

## ACADEMIC INTEGRITY POLICY

Each student is required to adhere to the Academic Integrity Policy on all major work submitted for the course. Refer to the following URL: <http://sa.uncg.edu/handbook/academic-integrity-policy/> (Links to an external site.)

## COVID-19

As we return for spring 2022, all students, faculty, and staff are required to uphold UNCG's culture of care by actively engaging in behaviors that limit the spread of COVID-19. These actions include, but are not limited to:

- [Following face-covering guidelines](#)
- Engaging in proper hand-washing hygiene
- Self-monitoring for symptoms of COVID-19
- Staying home when ill
- Complying with directions from health care providers or public health officials to quarantine or isolate if ill or exposed to someone who is ill
- Completing a [self-report](#) when experiencing COVID-19 symptoms, testing positive for COVID-19, or being identified as a close contact of someone who has tested positive
- Staying informed about the University's policies and announcements via the [COVID-19](#) website

Instructors will have seating charts for their classes. These are important for facilitating contact tracing should there be a confirmed case of COVID-19. Students must sit in their assigned seats at every class meeting. Students may move their chairs in class to facilitate group work, as long as instructors keep seating chart records. Students should not eat or drink during class time.

A limited number of disposable masks will be available in classrooms for students who have forgotten theirs. Face coverings are also available for purchase in the UNCG Campus Bookstore. Students who do not follow masking requirements will be asked to put on a face covering or leave the classroom to retrieve one and only return when they follow the basic standards of safety and care for the UNCG community. Once students have a face covering, they are permitted to re-enter a class already in progress. Repeated issues may result in conduct action. The course policies regarding attendance and academics remain in effect for partial or full absence from class due to lack of adherence with face covering and other requirements.

For instances where the Office of Accessibility Resources and Services (OARS) has granted accommodations regarding wearing face coverings, students should contact their instructors to develop appropriate alternatives to class participation and/or activities as needed. Instructors or the student may also contact OARS (336.334.5440) who, in consultation with Student Health services, will review requests for accommodations.

## HEALTH AND WELLNESS

Health and well-being impact learning and academic success. Throughout your time in the university, you may experience a range of concerns that can cause barriers to your academic success. These might include illnesses, strained relationships, anxiety, high levels of stress, alcohol or drug problems, feeling down, or loss of motivation. Student Health Services and The Counseling Center can help with these or other issues you may experience.

You can learn about the free, confidential mental health services available on campus by calling 336-334-5874, visiting the website at <https://shs.uncg.edu/> (Links to an external site.), or visiting the Anna M. Gove Student Health Center at 107 Gray Drive.

For undergraduate or graduate students in recovery from alcohol and other drug addiction, The Spartan Recovery Program (SRP) offers recovery support services. You can learn more about recovery and recovery support services by visiting <https://shs.uncg.edu/srp> (Links to an external site.) or reaching out to [recovery@uncg.edu](mailto:recovery@uncg.edu)

## CONTRA POWER STATEMENT

!! As your instructor, I am committed to creating a productive and non-discriminatory learning environment of mutual respect. Title IX and UNCG's school policy prohibit gender-based harassment, sexual harassment, and sex discrimination for all members of the University community. Harassment can come in many forms - both direct and indirect - and can occur in subtle or overt ways. Traditionally, harassment is seen from formal power-over structure. However, harassment can occur without a formal power structure. Contrapower, when a student harasses an instructor or peer, is a type of behavior that can create an intimidating environment in and outside of the classroom. Either form of harassment can include direct or indirect comments, physical intimidation, emails, anonymous notes and course evaluations. Both Contrapower and traditional forms of harassment are prohibited and subject to the same kinds of accountability applied to offenses against protected categories, such as race, national origin, religion, sexual orientation, etc.

If you experience or witness such instances of harassment, please seek out the following resources:

- UNCG Counseling Center (non-reporting agency/confidential): 336.334.5874
- Murphie Chappell, Title IX Coordinator (reporting agent) 336.256.0362 or [mechappe@uncg.edu](mailto:mechappe@uncg.edu)
- University Police (reporting agent) 336.334.4444

For more information on UNCG's policies regarding harassment, visit [http://policy.uncg.edu/university-policies/sex\\_gender\\_harrasment/sex-gender-harrasment.pdf](http://policy.uncg.edu/university-policies/sex_gender_harrasment/sex-gender-harrasment.pdf) (Links to an external site.)

## RELIGIOUS HOLIDAYS

It is expected that instructors will make reasonable accommodations for students who have conflicts due to religious obligations. Please make arrangements with the instructor in advance of any conflict. For more information on UNCG's Religious Obligations policy, visit: [https://drive.google.com/file/d/0B3\\_J3Uix1B4UeTV4Nk1vVFJoVFE/view?usp=sharing](https://drive.google.com/file/d/0B3_J3Uix1B4UeTV4Nk1vVFJoVFE/view?usp=sharing) (Links to an external site.)

## ELASTICITY STATEMENT

It is the intention of the instructor that this syllabus and course calendar will be followed as outlined, however, as the need arises there may be adjustments to the syllabus and calendar. In such cases, the instructor will notify the students in class and via e-mail with an updated syllabus and calendar within a reasonable timeframe to allow students to adjust as needed.

## ADVERSE WEATHER

In cases of inclement weather that impact this course and course schedule, details can be found:

- In your University email: UNCG sends out Adverse Weather updates

- In the UNCG Mobile App: You can even set it to provide you alerts
- Via television announcements: UNCG makes weather announcements available on five local stations (WFMY-2, WGHP-V, WXII-TV, WXLV-TV, and Spectrum News)
- Visit Spartanalert.uncg.edu or the UNCG homepage: UNCG posts up-to-date information on the main University web site (uncg.edu) and on the main Spartan Alert page (spartanalert.uncg.edu).

## FINAL EXAMINATION

There is no final exam in this course.

## TOPICAL OUTLINE/CALENDAR

Week 1. January 11 Introductions

Check the Modules in Canvas for any assigned readings each week.

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### *Module 1: Defining the Research Problem*

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Week 2. January 18 Historical Thinking and Preliminary Concept Mapping

Week 3. January 25 Preliminary Bibliographic Development

Week 4. February 1 Defining the Research Problem

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### *Module 2: Explaining the Historical Significance of the Research Problem*

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Week 5. February 8 Historiography as a Research Tool

Week 6. February 15 Historiography as a Research Tool

Week 7. February 22 Historiography Peer Review

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### *Module 3: Methodology and Primary Source Analysis*

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Week 8. March 1 Methodology: What is Historical Method?

Week 9. March 8 Spring Break

Week 10. March 15 Primary source analysis

Week 11. March 22 Methodology: Interdisciplinary Methods

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*Module 4: Proposal Writing*

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Week 12. March 29	Concept Mapping and Revising the Research Problem
Week 13. April 5	Proposal Draft
Week 14. April 12	Proposal Revision and Peer Review
Week 15. April 19	Final Proposal
Week 16. April 26	Last Week of Classes