

Lecturer: Dr Alexander Hill	Class Time: TuWeThFrSa 09:00-16:30 (preceeded by office 'hours')
Telephone: (Hill) 220 6419; or Main Office 220 6401	Location: SS113
Office: Social Sciences 620	Office Hours: TuWeFrSa 08:15-08:45
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HTST300 – The Practice of History

Lectures

This course provides a methodological foundation for students studying History and also for those using historical sources and methods in other disciplines. As might be expected, the focus of the course is very much on the different types of historical sources available to historians and their use (and abuse) by historians and others over time!

Assessment

Assessment takes the form of an academic book review, two source analyses, an in-library exercise and two multiple-choice quizzes (see page 2).

Reading

The course textbook (required) is:

John Tosh, *The Pursuit of History: aims, methods and new directions in the study of history* (London and New York: Routledge, 2015).

Required reading from the textbook is listed in the class outline below.

Class Outline

Tuesday 2 January - **Introduction and Historical Awareness (Tosh, Chapter 1), The Uses (and Abuses) of History (Tosh, Chapter 2) and The History of History (Tosh Chapters 5, 6, 7, 8)**

Please bring a copy of the course outline to the first class.

Please try to have read Tosh Chapters 1 and 2 before the course starts.

Wednesday 3 January - **The History of History (continued), History, Social Theory and Other Academic Disciplines and An Introduction to Historical Sources [MID-CLASS QUIZ]**

Thursday 4 January - (a day in the TFDL) **Using Libraries and Archives** – including lectures on using both libraries and archives by library staff. **[LIBRARY EXERCISE]**

Friday 5 January - **The Raw Materials – Historical Sources (Tosh, Chapters 4, 9, 11)**

Saturday 6 January - **Mapping the Field – Different Types of History (Tosh, Chapters 3 and 10), Using History (Tosh, Chapter 12) and Conclusion [END-OF-CLASS QUIZ]**

Assessment:

Mid-class quiz	In class on Wednesday 3 January (pm)	30 multiple-choice questions on material covered from the beginning of the semester. Questions may relate to either lecture material or required reading from the textbook.	10% of final mark
Library exercise	Due at the end of the day on Thursday 4 January (4:00 p.m.)	An exercise to find a primary source for Primary source analysis 1. A worksheet will be provided on the day.	10% of final mark
End-of-class quiz	In class on Saturday 6 January (pm)	30 multiple-choice questions on material covered since the mid-term quiz. Questions may relate to either lecture material or required reading from the textbook.	10% of final mark
Primary source analysis 1	Due in the red box outside the History Department office by 4:00 p.m. on Tuesday 9 January	You will analyse a primary source (obtained from the TFDL on Thursday 4 January for analysis 1) agreed upon with the course leader or TA using a template provided.	20% each
Primary source analysis 2	Due in the red box outside the History Department office by 4:00 p.m. on Thursday 25 January		
Book review	Due in the red box outside the History Department office by 4:00 p.m. on Thursday 25 January	Book selection – a recent historical monograph (published 2014 or later) with referenced sources.	30% of final mark
		Review – a book review of up to 1,500 words in length (including title and any references) as if for an academic historical journal.	

In order to pass the course you must complete both source questions and the book review.

A flat 5% of the mark will be deducted for exceeding the word limit on a piece of written work, and you will not gain credit for that material beyond the word limit.

A flat 10% will be deducted for every week or part thereof during which a piece of written work is overdue without prior agreement with the lecturer or due cause (as documented according to university requirements).

Work submitted after Thursday 25 January will not be accepted and a mark of 0 recorded for that piece of work unless the necessary documentation explaining extenuating circumstances that is satisfactory to the university is provided. Failure to take a quiz will result in a score of 0 for the test without due documentation.

Primary source analyses:

For these two analyses you will analyse two primary sources (obtained from the TFDL on Thursday 4 January for analysis 1) that have been agreed upon with the course leader or TA. Each analysis will be provided on a template made available by the course leader, that asks a series of questions about the nature of the source and other sources that might be valuable in conjunction with the chosen source (for example as corroboration). Specific marks will be available for each question/section as indicated on the template, as well as for the quality of your writing (including spelling, grammar and syntax).

Book review:

Prior to writing your book review you should look at examples of reviews in academic journals both for style and content. The *Historical Abstracts* search engine may be a good starting point for finding book reviews. Your book choice must be agreed with the course leader.

Although you have some flexibility in the style in which you write your review, your review will be graded according to the following in the order of priority below:

- 1) The extent to which you show evidence of having read and understood the book under review and assess the strength of the argument(s) within it in the light of the sources on which it is based.
- 2) Your ability to express sustainable criticism of the book (where criticism should be both positive and negative).
- 3) The quality of your writing (including spelling, grammar and syntax).
- 4) Whether you have produced a book review in a style acceptable for publication in an academic History journal.

Grading:

All work will be graded using the percentages corresponding to letter grades as in the departmental grading scheme attached.

The final grade will be calculated from the percentage marks for each piece of work and not the letter grades for individual components.

Important Departmental, Faculty, and University Information

Department Twitter @ucalgaryhist

Attention history majors: History 300 is a requirement for all history majors. This course is normally taken in your second year.

Faculty of Arts Program Advising and Student Information Resources:

- Have a question, but not sure where to start? The Arts Students Centre (ASC) is your information resource for everything in Arts! Drop in at Social Sciences 102, call 403-220-3580, or email artsads@ucalgary.ca. For detailed information on common academic concerns, you can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate>.
- For program planning and advice, contact the Arts Students Centre (ASC) in SS 102, call 403-220-3580, email artsads@ucalgary.ca, or visit <http://arts.ucalgary.ca/advising>.
- For registration issues, paying fees and assistance with your Student Centre, contact Enrolment Services at 403-210-ROCK (7625), visit the office in the MacKimmie Library Block (MLB) or their website at <http://www.ucalgary.ca/registrar/>.

Writing:

This course will include written assignments. Faculty policy directs that all written assignments (including, although to a lesser extent, written exam responses) will be assessed at least partly on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Research papers must be properly documented.

Writing Support:

Students are also encouraged to use Writing Support Services and other Student Success Centre Services, located on the 3rd floor of the Taylor Family Digital Library (TFDL). Writing Support Services assist with a variety of assignments, from essays to lab reports. Students can book 30-minute one-on-one appointments online, sign up for 15-minute drop-in appointments, and register for a variety of writing workshops. For more information on this and other Student Success Centre services, please visit www.ucalgary.ca/ssc.

Copyright:

The University of Calgary has opted out of the Access Copyright Interim Tariff proposed by the Copyright Board. This means that instructors in all University of Calgary courses will strictly adhere to Copyright Act regulations and the educational exceptions permitted by the Act for both print and digital course material. What this simply means is that no copyrighted material may be placed on course D2L or web sites without the prior permission of the copyright holders. In some cases, this may mean that instructors will require you to purchase a print course pack from the University of Calgary bookstore or that you will have to consult books on reserve at the library. For more information on the University of Calgary's copyright policy, see <http://library.ucalgary.ca/copyright>.

Red Box Policy:

Essays and other assignments may be handed in to the red box located outside of the History Department office (Social Sciences, Room 656). Please include the following information on

your assignment: 1) **course name and number**, 2) **instructor**, 3) **your name** and 4) **your student number**. Assignments received after 4:00 p.m. will be date stamped with the date of the next business day. We do not time stamp any papers. Please do not bring your paper into the office to be stamped. The box is emptied promptly at 8:30 a.m. and at 4:00 p.m. Monday to Friday.

Departmental Grading System:

The following percentage-to-letter grade conversion scheme has been adopted for use in all Canadian Studies, History, and Latin American Studies courses.

Percentage	Letter Grade	Grade Point Value	Description
90-100	A+	4.00	Outstanding
85-89	A	4.00	Excellent—superior performance showing comprehensive understanding of subject matter.
80-84	A-	3.70	
77-79	B+	3.30	
73-76	B	3.00	Good—clearly above average performance with knowledge of subject matter generally complete.
70-72	B-	2.70	
67-69	C+	2.30	
63-66	C	2.00	Satisfactory—basic understanding of the subject matter.
60-62	C-	1.70	Receipt of a grade point average of 1.70 may not be sufficient for promotion or graduation.
56-59	D+	1.30	Minimal pass—marginal performance; generally insufficient preparation for subsequent courses in the same subject.
50-55	D	1.00	
0-49	F	0	Fail—unsatisfactory performance or failure to meet course requirements.

Plagiarism:

Plagiarism occurs when one submits or presents one’s work in a course, or ideas and/or passages in a written piece of work, as if it were one’s own work done expressly for that particular course, when, in fact, it is not. As noted in *The History Student’s Handbook* (http://hist.ucalgary.ca/sites/hist.ucalgary.ca/files/history_students_handbook_2015.pdf), plagiarism may take several forms:

- Failure to cite sources properly may be considered plagiarism. This could include quotations, and wording used from another source but not acknowledged.
- Borrowed, purchased, and/or ghostwritten papers are considered plagiarism, as is submitting one's own work for more than one course without the permission of the instructor(s) involved.
- Extensive paraphrasing of one or a few sources is also considered plagiarism, even when notes are used, unless the essay is a critical analysis of those works.
- The use of notes does not justify the sustained presentation of another author's language and ideas as one's own.

Plagiarism is a serious academic offence and written work that appears to contain plagiarized passages will not be graded. All such work will be reported to the Faculty of Arts' associate deans of students who will apply the penalties specified in the *University of Calgary Calendar*.

Universal Student Ratings of Instruction (USRI):

At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses (www.ucalgary.ca/usri). Your responses make a difference. Please participate in USRI surveys.

Academic Accommodations (implemented July 1, 2015):

The student accommodation policy can be found at: ucalgary.ca/access/accommodations/policy.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities ucalgary.ca/policies/files/policies/student-accommodation-policy.

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

Campus Resources for Mental Health:

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, <https://www.ucalgary.ca/wellnesscentre/services/mental-health-services>) and the Campus Mental Health Strategy website (<http://www.ucalgary.ca/mentalhealth/>).

Other Useful Information:

- Faculty of Arts Representatives: 403-220-6551, arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca, arts4@su.ucalgary.ca.
- Campus Security & Safewalk: 403-220-5333, <http://www.ucalgary.ca/security/safewalk>.

- Freedom of Information: <http://www.ucalgary.ca/legalservices/foip/foip-hia>.
- Emergency Evacuation Assembly Points:
<http://www.ucalgary.ca/emergencyplan/assemblypoints>.
- Student Union Information: <http://www.su.ucalgary.ca/>.
- Graduate Student Association: <http://www.ucalgary.ca/gsa/>.
- Student Ombudsman Office: <http://www.ucalgary.ca/provost/students/ombuds>

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