



HIST595-01E – Research Literature and Techniques COURSE SYLLABUS: Fall 2026

INSTRUCTOR INFORMATION

Instructor: Dr. Mylynka Kilgore Cardona

Please address me as either Professor Cardona or Dr. Cardona

Office Location: Ferguson Social Sciences (SS) 146

Office Hours: Monday 3 - 6 pm, Wednesday 10 am – 12 pm, or by appointment

Office Hours link: https://calendly.com/dr_cardona/30min

University Email Address: mylynka.cardona@etamu.edu

Communication Response Time: 24-48 hrs.

I do not check email after 6 pm M-F or on the weekends/holidays.

COURSE INFORMATION

Course Description

Required of students in the Non-Thesis Track. This course requires an extensive investigation into a topic agreed upon by the student and instructor. The student will produce a historiographical essay and an annotated bibliography under the instructor's direction. Note: "The student is required to demonstrate competence in systematic research procedure."

Prerequisites: [HIST 590](#), [HIST 591](#), and students must pass the History Department Qualifying Examination prior to enrollment.

Students will prepare a historiographical paper that examines historical scholarship on a topic of their choosing (with the supervising faculty member's agreement). Students will also complete their Comprehensive Exams by the dates required by the Graduate School to fulfill the requirements for the Master's degree in History.

PLEASE NOTE: The last day for Comprehensive Exam Reports to be submitted to the Graduate School for Fall is **Friday, November 6, 2026**. Your exam should be held at least one week prior to this date.

Student Learning Outcomes:

This course will teach students to evaluate and analyze materials and to understand different historians' interpretations of events. By the end of the semester, students are expected to be able to:

1. Assess the historical literature about a particular field of study.
2. Demonstrate competence in systematic historical research procedures.
3. Communicate in a manner appropriate to the audience and occasion, with an evident message and organizational structure

COURSE REQUIREMENTS**Instructional Methods and Assessment****Assignments, Student Responsibilities, Expectations, and Tips for Success****Instructional / Methods / Activities Assessments***Attendance and Participation*

Students and the instructor will meet regularly to discuss the books under consideration. Attendance at such meetings is required.

Written Assignments

This semester's major written work will be a historiographical essay. The final paper, due at the end of the semester, must include at least 10 books/scholarly articles on public history, in addition to the works in the field. The complete bibliography (annotated) will need to be approved by the professor as indicated in the Course Schedule below. This annotated bibliography should represent a comprehensive consideration of the topic's historiography. The paper should present a clear thesis, discuss the issues in the literature, and offer suggestions for addressing shortcomings and avenues for further research. The paper should be 15-25 pages, free of errors, with pages numbered, use footnotes properly formatted in Turabian/Chicago, and include a bibliography of all sources consulted, properly formatted.

Grading

This course is based on the 100-point system. All assignments are worth 100 points. The final exam is weighted the same as the other two exams. I do not round up. If you earn an 89.9, you will receive a B for the course.

Final grades are determined on the following scale:

100 –90 = A, 89 –80 = B, 79 –70 = C, 69 –60 = D, 59 and below = F

Assessments

Grades for the semester will be determined according to the following breakdown:

Historiography Essay (and its components)	80%
Participation/course engagement	20%

Your participation/course engagement grade is based on your engagement in our class discussions and is guided by the following rubric:

- A = Always prepared, frequently participates, rarely absent
- B = Always prepared, participates only when called on, rarely absent

The syllabus/schedule is subject to change.

C = Usually prepared, rarely speaks, rarely absent

D = Often unprepared, several absences

F = Usually unprepared, frequent absences

Instructional Methods

This class is face-to-face (via Zoom) with additional assignments in D2L Brightspace.

COURSE OUTLINE / CALENDAR

This schedule will guide you through the semester and indicate when your assignments are due. It should be referred to often. I reserve the right to make adjustments to it during the course of the semester as such circumstances arise.

<u>Week</u>	<u>Class Dates</u>	<u>Readings & Assignments</u>
1	Aug 20-21	Intro, course overview, expectations Reading: https://www.historians.org/resource/statement-on-standards-of-professional-conduct/
2	Aug 24-28	Assignment due in D2L – Fri., Aug 28 Three (3) one-sentence topic <u>ideas</u> and preliminary research questions
3 - 5	Aug 31 – Sept 18	Set Comps Committee Members (Week 3) Independent research One-on-one meetings with Dr. Cardona Assignment due in D2L Week 4 – Fri., Sept 11 One (1) three-sentence topic proposal
	<i>F: Sept 4</i>	<i>Drop Deadline (100% refund)</i>
6	Sept 21 - 25	ANNOTATED BIBLIOGRAPHY DUE in D2L Fri. Sept 25
7 - 11	Sept 28 - Oct 23	Independent research & writing One-on-one meetings with Dr. Cardona First Draft of paper due in D2L Week 8 – Fri. Oct 9 <i>NOTE: SCHEDULE CAPSTONE DEFENSE AND COMPS for no later than October 30th</i>
11	Oct 26-30	SECOND PAPER DRAFT DUE in D2L Fri. Oct 30
	<i>R: Oct 29</i>	<i>Last Day to Drop (No refund)</i>

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12 - 14	Nov 2 - 20	Independent research & writing One-on-one meetings with Dr. Cardona NOTE: Final day to submit Comprehensive Exam Reports to the Graduate School for Fall is <u>Friday, Nov. 6, 2026</u> .
	<i>T: Nov 17</i>	<i>Last Day to Withdraw (no refund)</i>
15		**NO MEETING – THANKSGIVING BREAK – NOV 26-27 **
16	Dec 1-4	FINAL PAPER DUE in D2L Dec 4th

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Student Responsibilities or Tips for Success in the Course

Tips for Success in the Course

The major assignment for this semester will be a historiographical paper. All citations must be formatted according to Turabian/Chicago style. Please refer to Kate Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*, 9th ed. (Chicago: University of Chicago Press, 2018). If you do not have a copy of this work, you should acquire one ASAP.

Interaction with Professor Statement

You are strongly encouraged to interact with me. The more you let me know what is going on with you, the better I can help you. Beyond the classroom, the best way to get in touch with me is through your Leomail. I am also available during my office hours. If you have a situation arise during the semester that will impede your ability to succeed in the class, COME TALK TO ME SOONER RATHER THAN LATER. I will be better equipped to help you in whatever ways I can, the sooner you talk to me. If you wait until the very last minute, my hands will likely be tied, and my options will be more limited as far as help is concerned. I can help you get/find the resources you may need on campus or in the community. We can meet in person or via Zoom.

History Librarian:

Our librarian for History is Inbar Michael. She is available to assist you in your research, whether it is using the library or identifying and locating sources for your Transformative Project. Please take advantage of this assistance. Her contact information is as follows:

Inbar Michael
Ferguson, Room 144
Inbar.Michael@etamu.edu

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may necessitate the instructor's modification of the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

Statement on Student Grievances

Students who have questions or concerns about the instructor's course policies or the conduct of either the instructor or a classmate should first consult with the instructor. In the event of a lack of resolution or satisfaction on the matter, the student may bring their concerns to the head of the History Department, Sharon Kowalsky (Sharon.Kowalsky@etamu.edu). If this does not result in a satisfactory conclusion to the matter, students may bring the issue to the attention of the Associate Dean of Students per procedures outlined on pp. 15-19 of the Student Guide Book.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.etamu.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

ETAMU Attendance

For more information about the attendance policy, please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.etamu.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty, see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

ETAMU AI Use Policy

East Texas A&M University acknowledges that there may be legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course. Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism). Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructor's guidelines. If no instructions are provided, the student should assume that the use of such software is disallowed. In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

Students with Disabilities-- ADA Statement

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

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Email: studentdisabilityservices@etamu.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.etamu.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

East Texas A&M University 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.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and East Texas A&M Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

East Texas A&M Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connections to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.etamu.edu/counsel



<http://telusproduction.com/app/5108.html>

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are the technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamu.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all coursework 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, Starbucks, an ETAMU campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

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