

**HIST 133D:
JOURNAL ASSIGNMENT HANDOUT**

- §1. You should keep a **journal** on a regular basis throughout the course. You will write about **two entries per week** (total of 6), with each entry averaging about 400 words in length. That is about 3/4 page, *single-spaced*, in 12 point font. *Include the word count at the end of each entry!*
- §2. Each entry will be based on your thoughts about **newspaper or magazine articles** you read during that week, or **readings, lectures and films for this course**. Occasionally, web sites, books for another course, conversations or personal experiences may be appropriate. *You should relate the article or experience to the course.* For articles you should include a clipping or printout; for course materials write a short note. There should be a rough balance of entries about articles and on course materials. For the entries on course materials, feel free to exercise criticism, ask questions, and raise important issues, especially if you are uncomfortable doing so in class. You will be graded on the seriousness of your questions and ideas, not on whether you agree with me.
Tip: Jot ideas down during lecture or whenever, and develop them later.
- §3. In a **large bluebook**, use the **first right-hand page** to keep a handwritten running table of contents with the entry number (1-8), the source and date, and a short descriptive title. Example:
1. LA Museum of the Holocaust, teacher guide: www.lamoth.org/files/resources/lamoth-teacher-guide.pdf
2. NY Times, Jan. 6, 2012, "Himmler and Heydrich: Hitler's Lieutenants"
3. Lecture, Feb. 8, 2012, The "Gray Zone" Grid
- §4. In the rest of the bluebook, glue, tape or staple the **article** (or photocopy) on **the left hand page** (starting with the back of the table of contents), and *facing it* on the **right hand page** attach your **typed entry**. Write the **entry number** in the upper right hand corner. (For course materials no photocopies are necessary; for longer web pages, the first page or two may be sufficient.)
Please single space and adjust margins so that each journal entry fits on one page. Each entry should begin with a **short header** indicating the date, source and topic of your entry.
- §5. In each entry you should first **briefly summarize** the relevant information in the article (or whatever), for about 1/4 of the entry. The main portion should be your **thoughts** and **analysis** of the article, relating it to the course topic. *Include the word count at the end of each entry.*
* You should **NOT** write vague opinions or make unsubstantiated claims.
* Rather, you should **explain** your opinion, giving clear **reasons** and using pertinent **evidence**.
- §6. Journals will be **collected** twice over the course of the quarter, announced in advance. [2/8; 2/29?]
- §7. The journals will be **graded** as follows: each entry can receive up to 4 points for a total of 24.
The grading scale will be √-, √, √+, or +; no entry: 0 points.
- §8. **Plagiarism**—presenting someone else's work as your own, or deliberately failing to credit or attribute the work of others on whom you draw (including materials found on the web)—is a serious academic offense. I will report offenses to university authorities for disciplinary action.

Writing Conventions

1. Do not use the collective singular (with a definite article) to refer to groups; use plural instead. E.g. *not* "the reader will notice," but: "readers will notice." This not only indicates that not all readers are alike, but enables you to use "they" instead of having to choose between he or she. Similarly for ~~the historian, the Nazi, the Jew, the German~~, etc. This helps to avoid stereotyping.
2. Place apostrophes correctly; do not use an apostrophe for pluralization (unless the word is possessive): **One Nazi, two Nazis**. But possessive: That Nazi's gun; that group of Nazis' guns.
3. Capitalization of west/western, east/eastern: *only* when these are being used to denote the blocs during the Cold War, *not* when purely geographic.
4. Try to avoid the use of "America" (which can mean 2 continents) when you mean United States.
5. Recently, the convention for spelling **antisemitism** has changed: no hyphen or capitalization. (This recognizes that there is no such thing as Semitism.)
6. Do *not* use an **apostrophe** in naming to decades, e.g. "from the **1920s** to the **1930s**."
7. Use "who" when referring to people, "that" when referring to things or organizations.
8. The past tense of 'to lead' is spelled led: The leader Moses led his people to the promised land.