HIST 490: SENIOR PRACTICUM
Fall 2013: Preliminary Syllabus
Instructor: Alan Rosenfeld, Ph.D.
Assignment: Pacific Historic Parks—World War II Valor in the Pacific National Monument
Professional Supervisor: Paul Heintz, Education Director

Grading System

40% -- Field Experience (includes 120 on-site hours and full participation)

50% -- Writing Intensive Component:
   • Weekly journal entries (15%)
   • Senior Practicum Summary Report (35%): introduction and outline (5%), first draft (10%), second (near final) draft (10%), final draft (10%).

10% -- Oral Presentation (tentatively scheduled for Friday, December 6) includes pre-presentation conferencing with me

Required Readings

*note: a copy of the text is available in the UH Library system. The older version of Allen’s book is fine, if that is all you can get.

Student Learning Objectives

By the end of your senior project, you should be able to:

- SLO1: Write a well-organized and competent overview of your practicum experience at the Pacific Historic Parks site, documenting your sources in Chicago Manual of Style format [CLO-1, DLO-4, ILO-1]
- SLO2: Deliver a competent and well-organized ten-to-fifteen-minute oral presentation in which you address some of the major concepts and issues related to your practicum experience [CLO-2, DLO-5, ILO-1]
- SLO3: Demonstrate critical thinking skills as you discuss (a) some of the important concepts and issues relating to public history and (b) some of the challenges you encountered during your practicum experience [CLO-3, DLO-6, ILO-3]
- SLO4: Make clear historical arguments related to the impact of the Second World War on the local community of Hawai`i, paying particular attention to people of Native Hawaiian ancestry [CLO-3, DLO-1, ILO-2]
- SLO5: Demonstrate an understanding of the workings of the Pacific Historic Parks site and museum complex as well as an engagement with the local community and the profession of public history [ILO-5]

Assignment Descriptions

**Contact Hours:** You must complete 120 contact hours at your practicum site over the course of the semester. This comes out to 8 hours per week over the 15-week semester. It is your responsibility to coordinate your precise schedule with your supervisor and to meet his/her expectations of you.

**Introduction:** This should be about two paragraphs long. You should note when (Fall Semester 2013), where you completed your practicum work, and who your supervisor was. You should also provide an overview of your initial objectives for the practicum, the duties you were assigned, and your weekly work schedule. This will eventually become the introduction in your final Summary Report.

**Outline:** List the various headings for your Summary Report as you currently envision them, starting with the introduction. This can change as your practicum progresses, but it will serve as a guide for you to work through your Summary Report. This will eventually evolve into the table of contents listings and subheadings for your Summary Report.

**Journal Entries:** You need to keep a weekly journal chronicling your experiences at the practicum site. You only need to write about 100 words each week, which amounts to about a paragraph. You should maintain this journal as a single MS Word file and email me the updated version by Friday at 5 pm each week. Be sure to title each entry according to the date you wrote it. Remember, these journal entries count for 20% of your overall course grade.

**Summary Report:**
- **Title Page:** The title should say something about your project. For example, “Senior Practicum Report: My Work in the Archival Collections of the Japanese Community Center of Hawai`i.” You should also include your name, the course number and title, and the names of your practicum site and site supervisor.
- **Page Numbers:** The title page is not numbered, but every subsequent page should have a number.
• **Subheadings:** Include subheadings (or section titles) for each portion of your Summary Report. These subheadings will evolve from your outline assignment.

• **Writing Style:** You should write in the first person and you can absolutely write in a subjective and experiential voice. However, make sure that you organize your thoughts into cohesive paragraphs and sections and that you use formal English throughout. Although your Summary Report is partially an experiential narrative, it should be written in formal—not conversational—English.

• **Overview:** Describe your practicum site and its significance in the community and its importance to the study of History. You can also discuss the institution’s official mission and the size and organization of its staff.

• **Concepts:** We will read a handful of essays from Gardner and Lapaglia’s collected volume on *Public History*. These brief essays will introduce you to key concepts and issues in the field of public history and museum work, in particular. You need to choose some of the more applicable concepts and issues and discuss them in your Summary Report in a way that draws connections to your individual experience.

• **Summary Sections on Each Major Task:** In addition to discussing your various duties in detail, you can cover issues, problems, or interesting developments that arose during your practicum experience.

• **Conclusion:** Discuss what you learned from this practicum experience—about yourself, the institution you served, and the study of history in general. How did your practicum experience relate to (and hopefully enhance) your education as a History major at UH West O‘ahu? What advice would you provide to other Humanities students who will be conducting their own practica in the future? If there were any problems that arose, is there away to avoid these issues by reading material or talking with folks who have experience, or do you just have to figure it out on your own?

• **Citations:** If you cite any other information or sources, be sure to provide a works cited page at the end of your Summary Report in Chicago Manual Style. I will provide a style sheet for you.

• **Pictures:** Include some photographs chronicling your practicum experience. You can disperse these photos—with captions—throughout your Summary Report.

• **Length:** Your final Summary Report should be between 12 and 20 pages, depending on how many photos you include and how much detail you decide to provide.

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**Senior Practicum Schedule and Due Dates**

**Fall 2013 (HIST)**

**WK1: 8/26–30** Preliminary Meeting (30 minutes)

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We will go over the syllabus, assignments, practicum requirements, and our meeting schedule for the semester. You should also have finalized your on-site schedule with your supervisor by this point. I will also assign portions of *Public History* for you to read.

**WK 3: 9/9–13**  
**Meeting** (30 minutes)  
We will discuss your practicum experience to date, your journal entries, and assigned sections of *Public History*.

**WK 5: 9/23–27**  
**Meeting** (30 minutes)  
We will discuss your practicum experience to date, your journal entries, and assigned sections of *Public History*.

**WK 7: 10/7–11**  
**Meeting** (30 minutes)  
**Deadline: Introduction (2.5%)**  
We will also discuss your practicum experience and journal entries.

**WK 9: 10/21–25**  
**Meeting** (30 minutes)  
**Deadline: Outline (2.5%)**

**WK 11: by 11/8**  
**First Draft due (10%)**  
We do not need to meet this week, so you can submit this draft via email. This should be as close to an entire draft as you can do at this point. The reason for submitting an entire draft at this point is that sometimes papers will get extensive comments and need considerable revision – so this will help ensure that you end up with a really good paper. Having the paper due at this point, and me quickly getting the comments back to you, gives you plenty of time to revise the paper into a polished draft right near the end of the semester.

**WK 12: 11/11–15**  
**Meeting** (30 minutes)  
Discuss comments on the First Draft.

**WK 13: by 11/22**  
**Near Final Draft due (10% - polished and addressing first set of comments)**  
You can submit this via email, so we will not need to meet. This draft must include the works cited page (in Chicago Style) and any photographs, charts, maps, etc. you plan to use. I expect my comments to be relatively minor. However, after you get my comments back, you will only have two weeks to polish up the final version.
WK 14: 11/25–29  **Meeting** (30 minutes)
Discuss format and plans for oral presentation. You should prepare and email me a PowerPoint presentation in advance of this meeting. I will also provide feedback on your Second (Near Final) Draft.

WK 15: Dec. 6  Probable date of Humanities Student Conference, i.e. your **Oral Presentation (10%)**

**Monday, Dec. 9**  **Final Draft due (15%).** This will contain very minor revisions to your Near Final Draft.