KSU History 4440
Survey of the Middle Ages

Stephen Bartlett, Instructor
Office: SO 4115
Office Hours: MW 2:00-6:00 & by Appointment
Phone: 678-797-2280
E-mail: sbartlet@kennesaw.edu

Description:

History 4440 is a survey of the Middle Ages centered around Robert Lopez’s thesis that Western Europe emerged as a distinctive civilization between the fourth and fourteenth centuries. While the major focus will be the Latin West, attention will also be given to the Byzantine East & Islamic world.

Books:

Optional Books:

Requirements:

1. Students are responsible for all textbook, secondary, and posted readings.
2. In addition, students will research an aspect of the medieval world associated with the Church (to be approved by the instructor) which will be reported to the instructor in a 10-15 page typed, stapled, and fully cited term paper to be submitted November 10th. The paper will follow all normal rules of grammar and structure including:
   - one-inch margins on all sides
   - double-spaced (except for BLOCK QUOTES which are single spaced)
   - numbered pages
   - 12-point Times New Roman font
   - bibliography and cover-sheet, but no binders or plastic folders/covers.
   - All thoughts, ideas, and/or words that are not original to the student must be properly cited in the paper using FOOTNOTES. Papers not properly cited will be considered plagiarized, resulting in a failing grade for the class and judicial council review.
The research should include at least five sources outside of a textbook or encyclopedia. Only one internet source may be used unless expressly permitted by the instructor. Academic journals article online and electronic books do NOT count as internet sources. Failure to turn in the paper at 6:30 PM, November 10th will result in a penalty of one letter grade. NO “COMPUTER” EXCUSES WILL BE ACCEPTED! Students should complete and attempt to print the assignment before the date due. Problems with computers and/or printers can be remedied by using one of the computer labs located on campus. After hour computer needs can be filled (at a price) at most 24hr-copier locations.

Examinations:

There will be two exams during the semester, a midterm (ID’s & essay) and a final (ID’s & two essays). Students are to bring unmarked large blue/green-books to exams.

Grading:

This class follows a normal 10 point grading scale. The final grade will be determined as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm</td>
<td>30%</td>
</tr>
<tr>
<td>Term Paper</td>
<td>30%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>40%</td>
</tr>
</tbody>
</table>

Electronic Equipment:

Tape recorders are permitted in the classroom. NO CELL PHONES ARE PERMITTED IN THE CLASSROOM. Failure to turn phones off will result in a reduction of the student’s final grade by 5% for each interruption. Cases in which phones are needed for emergency communication must be cleared by the instructor beforehand. LAP-TOp use may be negotiated with the professor.

Attendance:

While there is no mandatory attendance policy, students are expected to attend class and to participate in class discussions. Material covered in class will figure heavily in exams, and active participation may be considered in the student’s favor in borderline cases at the time final grades are determined.

Tentative Schedule

This schedule is subject to change at the discretion of the instructor. It is up to the student to stay abreast of any announced changes in the schedule of assignments and readings.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Med. Worlds Readings</th>
<th>World View Chapters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug 17</td>
<td>Introduction: the Geography of Europe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aug 22</td>
<td>Early Christianity</td>
<td>Ch 2 &amp; 5</td>
<td>1, 3, 6</td>
</tr>
<tr>
<td>Aug 24</td>
<td>Early Christianity</td>
<td>Ch 2 &amp; 5</td>
<td>1, 3, 6</td>
</tr>
<tr>
<td>Aug 29</td>
<td>The “Fall” of the Roman Empire</td>
<td>Ch 1 &amp; 3</td>
<td>2, 4</td>
</tr>
<tr>
<td>Aug 31</td>
<td>The “Fall” of the Roman Empire</td>
<td>Ch 1 &amp; 3</td>
<td>2, 4</td>
</tr>
<tr>
<td>Sept 7</td>
<td>The Byzantine East: Constantine to Manzikert</td>
<td>91-104</td>
<td></td>
</tr>
</tbody>
</table>
Academic Integrity and Integrity

Research has indicated that 40-60% of American college students reported cheating on examinations in college. Over half of the students who reported cheating in college were repeat offenders who used a variety of nefarious techniques to achieve their objective. While I assume the best of all students, I am well aware of these realities.

Please read the statement on Academic Honesty in the Kennesaw State University Undergraduate Catalog on pages 243-4. Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section II of the Student Code of Conduct addresses the University’s policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the University Judiciary Program, which includes either an “informal” resolution by a faculty member,
resulting in a grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct’s minimum one semester suspension requirement.

I take instances of plagiarism very seriously. If I have questions about the integrity of your work, I will ask to meet with you. If outstanding questions remain, I will adhere to the policies above. Please note: the penalty for cheating and/or plagiarism in this course is a failing grade for the semester.

A = Excellent. Your essay will:
- Have a strong thesis (main point) that is clearly supported by an organized essay/letter/speech where appropriate.
- Provide excellent examples to support your thesis.
- Show thorough comprehension of the ideas presented in class and in the reading.
- Demonstrate innovative ideas and approaches.
- Have strong analyses of material and arguments found in lecture, reading, and research.
- Contextualize ideas and arguments to the overall historical period.
- Have proper citations as per syllabus.
- Be written clearly, with few errors in grammar, spelling, punctuation or usage.

B = Very Good. Your essay will:
- Have a good thesis that is supported by a mostly well organized essay/letter/speech where appropriate.
- Provide appropriate examples to support your thesis.
- Demonstrate comprehension of the ideas presented in class and in the reading.
- Analyze material and arguments found in lecture, reading, and research.
- Connect ideas and arguments to the overall historical period.
- Have proper citations with few mistakes as per syllabus.
- Be written clearly, with minor errors in grammar, spelling, punctuation or usage.

C = Good/Average. Your essay will:
- Have a thesis, perhaps flawed, or one that is incompletely supported by the essay/letter/speech where appropriate.
- Organized.
- Provide examples to support your thesis.
- Demonstrate basic comprehension of the ideas presented in class and in the reading.
- Reveal some incompleteness in the research.
- Incompletely analyze material and arguments found in lecture, reading, and research.
- Incompletely connect ideas and arguments to the overall historical period.
- Improper use of citations, or incorrect format as per syllabus.
- Be written clearly, with some errors in grammar, spelling, punctuation or usage.

D = Below Average/Barely passing. Your essay will have one or more major problems:
- A weak thesis; or one that is incompletely supported by the essay/letter/speech where appropriate.
- Incomplete or weak organization.
- Weak examples or neglect to include textual examples.
- Show minimal comprehension of the ideas presented in class and in the reading.
- Show incomplete research.
- Partially analyze material and arguments found in lecture, reading, and research.
- Missing, or use incorrect citation format as per syllabus.
- Show lack of coherence, or many errors in grammar, spelling, punctuation or usage (>5/page).

F = Failing. Your essay will receive an F if it meets ANY of the criteria below:
- Does not meet the minimum requirements for a D.
- Shows evidence of plagiarism.
- Does not fulfill the requirements of the assignment.
- Contains unacceptable amount of compositional errors.
- Written in stream of consciousness or incoherent argumentation (babbling).
Plagiarism

The following discussion of plagiarism was produced by Writing Tutorial Services, Indiana University, Bloomington, IN and can be found at http://www.indiana.edu/~wts/wts/plagiarism.html.

What is Plagiarism and Why is it Important?

In college courses, we are continually engaged with other people's ideas: we read them in texts, hear them in lecture, discuss them in class, and incorporate them into our own writing. As a result, it is very important that we give credit where it is due. Plagiarism is using others' ideas and words without clearly acknowledging the source of that information.

How Can Students Avoid Plagiarism?

To avoid plagiarism, you must give credit whenever you use

- another person's idea, opinion, or theory;
- any facts, statistics, graphs, drawings--any pieces of information--that are not common knowledge;
- quotations of another person's actual spoken or written words; or
- paraphrase of another person's spoken or written words.

How to Recognize Unacceptable and Acceptable Paraphrases

Here's the ORIGINAL text, from page 1 of Lizzie Borden: A Case Book of Family and Crime in the 1890s by Joyce Williams et al.:

The rise of industry, the growth of cities, and the expansion of the population were the three great developments of late nineteenth century American history. As new, larger, steam-powered factories became a feature of the American landscape in the East, they transformed farm hands into industrial laborers, and provided jobs for a rising tide of immigrants. With industry came urbanization the growth of large cities (like Fall River, Massachusetts, where the Bordens lived) which became the centers of production as well as of commerce and trade.

Here's an UNACCEPTABLE paraphrase that is plagiarism:

The increase of industry, the growth of cities, and the explosion of the population were three large factors of nineteenth century America. As steam-driven companies became more visible in the eastern part of the country, they changed farm hands into factory workers and provided jobs for the large wave of immigrants. With industry came urbanization the growth of large cities like Fall River where the Bordens lived which became the centers of production as well as production.

What makes this passage plagiarism?

The preceding passage is considered plagiarism for two reasons:

- the writer has only changed around a few words and phrases, or changed the order of the original's sentences.
- the writer has failed to cite a source for any of the ideas or facts.

If you do either or both of these things, you are plagiarizing.

NOTE: This paragraph is also problematic because it changes the sense of several sentences (for example, "steam-driven companies" in sentence two misses the original's emphasis on factories).

Here's an ACCEPTABLE paraphrase:

Fall River, where the Borden family lived, was typical of northeastern industrial cities of the nineteenth century. Steam-powered production had shifted labor from
agriculture to manufacturing, and as immigrants arrived in the US, they found work in these new factories. As a result, populations grew, and large urban areas arose. Fall River was one of these manufacturing and commercial centers (Williams 1).

Why is this passage acceptable?

This is acceptable paraphrasing because the writer:

- accurately relays the information in the original uses her own words.
- lets her reader know the source of her information.

Here's an example of quotation and paraphrase used together, which is also ACCEPTABLE:

Fall River, where the Borden family lived, was typical of northeastern industrial cities of the nineteenth century. As steam-powered production shifted labor from agriculture to manufacturing, the demand for workers "transformed farm hands into industrial laborers," and created jobs for immigrants. In turn, growing populations increased the size of urban areas. Fall River was one of these hubs "which became the centers of production as well as of commerce and trade" (Williams 1).

Why is this passage acceptable?

This is acceptable paraphrasing because the writer:

- records the information in the original passage accurately.
- gives credit for the ideas in this passage.
- indicated which part is taken directly from her source by putting the passage in quotation marks and citing the page number.

Note that if the writer had used these phrases or sentences in her own paper without putting quotation marks around them, she would be PLAGIARIZING. Using another person's phrases or sentences without putting quotation marks around them is considered plagiarism EVEN IF THE WRITER CITES IN HER OWN TEXT THE SOURCE OF THE PHRASES OR SENTENCES SHE HAS QUOTED.

Plagiarism and the World Wide Web

The World Wide Web has become a more popular source of information for student papers, and many questions have arisen about how to avoid plagiarizing these sources. In most cases, the same rules apply as to a printed source: when a writer must refer to ideas or quote from a WWW site, she must cite that source.

If a writer wants to use visual information from a WWW site, many of the same rules apply. Copying visual information or graphics from a WWW site (or from a printed source) is very similar to quoting information, and the source of the visual information or graphic must be cited. These rules also apply to other uses of textual or visual information from WWW sites; for example, if a student is constructing a web page as a class project, and copies graphics or visual information from other sites, she must also provide information about the source of this information. In this case, it might be a good idea to obtain permission from the WWW site's owner before using the graphics.

Strategies for Avoiding Plagiarism

1. Put in quotations everything that comes directly from the text especially when taking notes.

2. Paraphrase, but be sure you are not just rearranging or replacing a few words.
Instead, read over what you want to paraphrase carefully; cover up the text with your hand, or close the text so you can't see any of it (and so aren't tempted to use the text as a "guide"). Write out the idea in your own words without peeking.

3. **Check your paraphrase** against the original text to be sure you have not accidentally used the same phrases or words, and that the information is accurate.

**Terms You Need to Know (or What is Common Knowledge?)**

**Common knowledge**: facts that can be found in numerous places and are likely to be known by a lot of people.

Example: John F. Kennedy was elected President of the United States in 1960.

This is generally known information. **You do not need to document this fact.**

However, you must document facts that are not generally known and ideas that interpret facts.

Example: According to the American Family Leave Coalition's new book, Family Issues and Congress, President Bush's relationship with Congress has hindered family leave legislation (6).

The idea that "Bush's relationship with Congress has hindered family leave legislation" is not a fact but an interpretation; **consequently, you need to cite your source.**

**Quotation**: using someone's words. When you quote, place the passage you are using in quotation marks, and document the source according to a standard documentation style.

The following example uses the Modern Language Association's style:

Example: According to Peter S. Pritchard in USA Today, "Public schools need reform but they're irreplaceable in teaching all the nation's young" (14).

**Paraphrase**: using someone's ideas, but putting them in your own words. This is probably the skill you will use most when incorporating sources into your writing. Although you use your own words to paraphrase, you must still acknowledge the source of the information.

The following handout is quoted from the Purdue University Online Writing Lab and can be accessed at http://owl.english.purdue.edu/handouts/print/research/r_plagiar.html

**Avoiding Plagiarism**

Brought to you by the Purdue University Online Writing Lab at http://owl.english.purdue.edu

Academic writing in American institutions is filled with rules that writers often don’t know how to follow. A working knowledge of these rules, however, is critically important; inadvertent mistakes can lead to charges of plagiarism or the unacknowledged use of somebody else’s words or ideas. While other cultures may not insist so heavily on documenting sources, American institutions do. A charge of plagiarism can have severe consequences, including expulsion from a university. This handout, which does not reflect any official university policy, is designed to help writers develop strategies for knowing how to avoid accidental plagiarism.
Since teachers and administrators may not distinguish between deliberate and accidental plagiarism, the heart of avoiding plagiarism is to make sure you give credit where it is due. This may be credit for something somebody said, wrote, emailed, drew, or implied.

Choosing When to Give Credit

<table>
<thead>
<tr>
<th>Need to Document</th>
<th>No Need to Document</th>
</tr>
</thead>
<tbody>
<tr>
<td>• When you are using or referring to somebody else’s words or ideas from a magazine, book, newspaper, song, TV program, movie, Web page, computer program, letter, advertisement, or any other medium</td>
<td>• When you are writing your own experiences, your own observations, your own insights, your own thoughts, your own conclusions about a subject</td>
</tr>
<tr>
<td>• When you use information gained through interviewing another person</td>
<td>• When you are using “common knowledge” — folklore, common sense observations, shared information within your field of study or cultural group</td>
</tr>
<tr>
<td>• When you copy the exact words or a &quot;unique phrase&quot; from somewhere</td>
<td>• When you are compiling generally accepted facts</td>
</tr>
<tr>
<td>• When you reprint any diagrams, illustrations, charts, and pictures</td>
<td>• When you are writing up your own experimental results</td>
</tr>
<tr>
<td>• When you use ideas that others have given you in conversations or over email</td>
<td></td>
</tr>
</tbody>
</table>

Making Sure You Are Safe
<table>
<thead>
<tr>
<th>Action during the writing process</th>
<th>Appearance on the finished product</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>When researching, note-taking, and interviewing</strong></td>
<td>Proofread and check with your notes (or photocopies of sources) to make sure that anything taken from your notes is acknowledged in some combination of the ways listed below:</td>
</tr>
<tr>
<td>• Mark <em>everything</em> that is someone else’s words with a big Q (for <em>quote</em>) or with big quotation marks</td>
<td>• In-text citation</td>
</tr>
<tr>
<td>• Indicate in your notes which ideas are taken from sources (S) and which are your own insights (ME)</td>
<td>• Footnotes</td>
</tr>
<tr>
<td>• Record all of the relevant documentation information in your notes</td>
<td>• Bibliography</td>
</tr>
<tr>
<td>• When paraphrasing and summarizing</td>
<td>• Quotation marks</td>
</tr>
<tr>
<td>• First, write your paraphrase and summary without looking at the original text, so you rely only on your memory.</td>
<td>• Indirect quotations</td>
</tr>
<tr>
<td>• Next, check your version with the original for content, accuracy, and mistakenly borrowed phrases</td>
<td></td>
</tr>
<tr>
<td>• When quoting directly</td>
<td>• Mention the person’s name either at the beginning of the quote, in the middle, or at the end</td>
</tr>
<tr>
<td>• Keep the person’s name near the quote in your notes, and in your paper</td>
<td>• Put quotation marks around the text that you are quoting</td>
</tr>
<tr>
<td>• Select those direct quotes that make the most impact in your paper -- too many direct quotes may lessen your credibility and interfere with your style</td>
<td>• Indicate added phrases in brackets ([ ] ) and omitted text with ellipses (...)</td>
</tr>
<tr>
<td>• When quoting indirectly</td>
<td>• Mention the person’s name either at the beginning of the information, or in the middle, or at that end</td>
</tr>
<tr>
<td>• Keep the person’s name near the text in your notes, and in your paper</td>
<td>• Double check to make...</td>
</tr>
</tbody>
</table>
Deciding if Something is "Common Knowledge"

Material is probably common knowledge if . . .

- You find the same information undocumented in at least five other sources
- You think it is information that your readers will already know
- You think a person could easily find the information with general reference sources

Sources used in creating this handout:


This page is located at http://owl.english.purdue.edu/handouts/print/research/r_plagiar.html

Copyright ©1995-2004 by OWL at Purdue University and Purdue University. All rights reserved. Use of this site, including printing and distributing our handouts, constitutes acceptance of our terms and conditions of fair use, available at http://owl.english.purdue.edu/lab/fairuse.html.
PLEASE READ AND SIGN THE FOLLOWING STATEMENT

I, ________________________________________, certify that I have read and understand the ENTIRE syllabus including plagiarism. I will address any questions I have concerning information on the syllabus, including plagiarism, to the instructor BEFORE the due date of the exam/assignment.

__________________________________________  ______________________
(Signature)                                    (Date)