University of Wisconsin-Madison

History 601: Historical Publishing Practicum

Spring 2020
Tuesdays 11-2
Humanities, 5245

Professor Elizabeth Lapina
Humanities, 4131
Office Hours: Thursdays 11-12 & by appointment

ARCHIVE: An Undergraduate Journal of History

Editor-in-Chief:
Isabelle Cook

Editorial Board:
Mingcong Bai
Madeline Brauer
Jack Hayes
Matthew Kass
Alison Kukowski
Alex Moriarty
Adam Storch
Emma Ward

This course has one goal: producing Volume 23 of ARCHIVE: An Undergraduate Journal of History. Along the way, you will learn how to select manuscripts for publication, write reader's reports on those manuscripts, and communicate with authors to help them revise their work. You will perfect the ability to distinguish between effective and less effective scholarship. You will also learn how to edit academic prose, from the more straightforward tasks of mechanical editing to the more complex tasks of substantive editing. Finally, you will learn how to format, proofread, publish, and promote the journal you assemble out of all this work, thereby becoming familiar with various ways of circulating scholarship.

You will learn how to work as a team, to brainstorm, problem solve, to meet collective deadlines, to get your point of view across to your peers, but also to listen and to compromise. You will also learn how to communicate professionally with the authors: to be polite and understanding, yet firm when necessary; to be willing to listen to their point of view and, when this makes sense, to change your opinions as a result, but also to make sure that they do the work that needs to be done in a timely manner.
In all of this, keep in mind that we are engaged in a collective project for which we are all equally accountable, even as editor-in-chief Isabelle Cook has executive responsibilities and faculty advisor Elizabeth Lapina has pedagogical responsibilities. Remember, too, that this course is a "practicum," which means that you will be learning by doing. Finally, keep in mind that the schedule laid out in this syllabus is subject to change; publishing requires flexibility.

General
Attendance of and engaged, respectful participation in every class meeting are essential. So are the many hours of work you will devote to ARCHIVE outside the classroom. As we work to produce this journal together, remember that everyone does everything. We all need to take initiative because we all have equal responsibility for every task involved in producing the best possible ARCHIVE for 2020.

Workload
This is a 3-credit course. The credit standard is met by an expectation of a total of 135 hours (45 hours per credit, or about 9 hours per week) of student engagement with the course learning activities, which include regularly scheduled seminar meetings of 180 minutes per week, dedicated reading, writing, editing, proofreading, individual consultation with instructor, and other student work as described in the syllabus.

Learning Outcomes
By the end of the semester, students will be able to:
• critically evaluate and rank scholarly research manuscripts
• make collective decisions in an editorial group
• work with authors to revise and improve their work
• edit scholarly work, from the basics of mechanical editing to the more complex tasks of substantive editing
• format, proofread, publish, and promote a scholarly journal
• articulate and enact the process of circulating historical knowledge

Grades
60% Participation
10% Chicago Manual of Style Key
10% Peer Review Report
10% Committee Work
10% Editing/Proofreading/Production Work

Resources
• Chicago Manual of Style, 17th edition
  - This can be accessed online through the UW library system
• The Elements of Style by William Strunk
  - This can be downloaded for free on Amazon

Timeline
Supplemental reading may be assigned throughout semester
*Homework due
January 21st
Introductions and mechanics

January 28th
Discussion of submissions
*Read *The Elements of Style*, read submissions

February 4th
Discussion of submissions
*Read submissions

Submission deadline on February 10th @11:59pm

February 11th
Discussion of submissions
*Read submissions

February 18th
Discussion of submissions
*Read submissions

February 25th
Discussion of submissions
*Read submissions

March 3rd
Article selection
*Read peer review articles

March 10th
Peer review
*Complete peer review report

March 17th
Spring break

March 24th
Manuscript editing
*Complete Chicago Manual of Style Editing Key

March 31st
Cross checking sources
*Continue editing
April 7th
Peer editing
*Edit another editor's article

April 14th
Manuscript editing
*Continue editing

April 21st
Manuscript editing
*Meet individually with Isabelle and Prof Lapina by Friday to finalize article

*Articles finalized by April 24th

April 28th
Finalizing journal