

FIGS 7770: FIGS PROSEMINAR

Eva Del Soldato, Williams Hall 551

This proseminar will introduce you to graduate studies in the humanities. It is organized into four parts. Part I, “Scholarly Habits and Resources,” introduces students to a variety of resources at Penn, discusses the scholarly habits that graduate students should develop, and covers strategies for promoting mental and physical well-being as a graduate student. Part II, “Intervening in the Field,” introduces students to the processes of conference participation and article publication. Part III, “The Dissertation,” covers the ins-and-outs of writing the dissertation. Part IV, “Awards, Networking, and Jobs,” addresses the importance of awards and networking as well as the academic and non-academic job markets.

In addition to weekly discussions and activities, this course will include a number of guest speakers who will share their expertise and give guidance on the how-tos of the field. Students will be given pre- as well as post-class activities to reflect on each week’s topic and begin to prepare a dossier for later use in their graduate studies.

Much of the information in this proseminar becomes particularly relevant during the final years of coursework and your dissertation writing years, but it is important to be introduced to these topics and to begin to think about them now.

This course is designed for PhD students in Francophone, Italian, and Germanic Studies. Many of the topics apply to all three fields; however, students will also have the opportunity to work on areas that are specific to their language for certain topics. They will also be able to add to the course materials for future graduate students in FIGS.

Grades

Attendance and active participation, this includes coming to class prepared (having done the readings, exercises, etc.)	50%
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Attendance at seven campus events: one event at the library, one CTL event (in particular, the diversity statement seminar), five departmental event (submit via email a one-paragraph reflection within one week of the event)	15%
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One-paragraph reflection of your take-away from meeting with a graduate student (cf Week 3 assignment) (submit via email within one week)	5%
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Conference paper abstract (about 300 words)	5%
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Create/update departmental website profile (mandatory) AND choose among ORCID.org, LinkedIn, Academia.edu, or Handshake to create a professional profile	5%
Academic CV	10%
Resume for non-academic job	10%

Participation

Students are expected to be present at each class, except in the event of a legitimate conflict (illness, family emergency, travel for academic conference, etc.), and to participate actively in the discussion based on the weekly readings and assignments.

Campus Events

In order to familiarize themselves with the different resources on campus and to broaden their knowledge, students **will be required** to attend at least **seven** campus events:

1. Library events
 1. Events at [Van Pelt](#)
 2. Workshops and events at the [Kislak Center for Special Collections, Rare Books and Manuscripts](#)
 3. Events at [Price Lab for Digital Humanities](#)
2. [Center for Teaching and Learning](#) events
3. Departmental events (in French, Italian and/or Germanic)

For each event attended, students will send a one-paragraph reflection to the instructor within one week of the said event.

Supplemental Readings

- [*The Professor Is In: The Essential Guide to Turning Your PhD Into a Job*](#)
- [*A Field Guide to Grad School*](#)
- [*How to Write A Lot: A Practical Guide to Productive Academic Writing*](#)
- [*The Craft of Research*](#)
- [*MLA Handbook for Writers of Research Papers*](#)
- [*The Academic Job Search Handbook*](#)

Plagiarism and academic integrity

Students are expected to be familiar with the University of Pennsylvania's Code of Academic Integrity, a clearly defined set of rules governing student conduct in terms of crediting the work of others, collaborating with others on coursework, and completing assignments in a proper fashion. The instructor will hold students to the Code, and any and all violations of it will be referred to the Office of Student Conduct.

Online version: <https://catalog.upenn.edu/pennbook/code-of-academic-integrity/>.

General set of guidelines on how to cite sources properly and avoid plagiarism: <http://gethelp.library.upenn.edu/guides/engineering/ee/plagiarize.html>

Students are encouraged to discuss course materials or lessons with one another. They may NOT, however, complete all or part of any assignment for other students or share their work with other students for exercises or essays.