



Why a Survival Guide?

With this Survival Guide, the History Graduate Students Association (HiGSA) hopes to share some of the accumulated knowledge gained by the history students at the University of Connecticut (UConn) in an attempt to alleviate some of the stress and anxiety that comes with being a graduate student. The UConn Graduate Catalog (available at the Whetten Graduate Center), the UConn History Department brochure "Graduate Programs in History", the staff and faculty of the History Department and, of course, your advisor will all be sources of important information. This "Survival Guide" is designed to provide history graduate students with information not found through these other sources. This guide represents many years of experience by many graduate students. **Should you find any of this information incorrect, please let us know so that we can amend the Survival Guide.** You can email Nita Beeman at nita.beeman@uconn.edu or Mike Neagle at michael.neagle@uconn.edu.



HiGSA

The History Graduate Student Association is an association of **all** graduate students in the UConn history department: non-degree students, Master's students, Ph.D. students, and ABD (all but dissertation) students. The purpose of HiGSA is to provide a reliable channel of communication between the faculty and the graduate students and among the graduate students. HiGSA organizes discussions on important topics, coordinates graduate student forums, represents the graduate students on History Department committees and sends representatives to the Graduate Student Senate. HiGSA's most important institution is the Graduate Student Lounge located in Wood Hall's basement. The Lounge has a microwave and small fridge, so visit often, bring your lunch,

and occasionally you might even get some work done. In the ongoing effort to build an active graduate student community, the Graduate Student Lounge is the most obvious and accessible place to begin meeting new colleagues.

Important Places and Phone Numbers:

To reach a university number from a university phone, dial the last five digits of the number. All are area code 860.

Campus Information: 486-2000

Wilbur Cross Building (next to Wood Hall)

Bursar: 486-4830

Deferments: 486-5014

Financial Aid: 486-2819

Registrar: 486-3331

Residential Life: 486-3430

Wood Hall: History Department: 486-3722

UConn Co-op: 486-3537

The Graduate Center:

Admissions 486-3617

Graduate Records: 486-3615

Library: 486-4636, 486-4837

Snow Cancellation Number: 486-3768

Important Registration Information

You must complete registration and payment for course fees by the second Friday of the semester. You may request a deferral if you are expecting financial aid or other funds to pay all or part of your bill. You will register for courses on the web, via PeopleSoft (www.studentadmin.uconn.edu); pay your fee bill at the Bursar on the first floor of Wilbur Cross Bldg, pay your fee bill during the second week of the semester. Be sure to keep copies of all correspondence and receipts.

The only urgent task: Talk to your advisor about which courses to take; get permission numbers from the professors offering the courses. Always email

and/or meet with all the professors whose classes you want to attend and ask if you may register.

The department traditionally schedules an orientation session for incoming students. Contact the instructors for your desired courses as soon as possible. For various reasons, graduate students sometimes sign up for 200-level undergraduate courses. You should consult with your intended instructor should you wish to take a 200-level course. You may also consider arranging for an independent study with a professor. While there are many advantages to creating such an individualized course, be careful not to overload your transcript with non-standard courses.

Housing

There is more to graduate student life than academic achievement. Housing is one of the most important concerns for new students. UConn is situated in a rural, geographically dispersed area, and you should recognize this when making accommodation decisions. Graduate students live as far away as Hartford and even Providence. You have several housing options at UConn.

On-Campus Housing:

Located next to the graduate school, the graduate residences have single rooms, with access to common cooking and lounge areas. While this provides an advantage to those who have no car (most students find a car almost essential), some students have found the room dimensions too small. On-campus housing can be accessed through the Residential Life Office, Wilbur Cross Building, 486-3430.



UConn has built new graduate housing in Storrs at Hilltop Apartments. For the 2004-2005 school year, housing in the graduate residence hall cost \$2,202 per semester. If interested, please contact the Student Housing asap.

Another option for on-campus housing is working for the University as a member of its residential life staff. These positions provide room, board, and a stipend. Few graduate students are willing to take on such responsibilities, which can be a difficult task when combined with a typical graduate workload. The University also has housing for married students on North Eagleville Road. Students must have a Teaching Assistantship to live there and the waiting list is between two to three years long.

Off-Campus Housing:

Popular places to look for housing include Ashford, Coventry, Manchester, Mansfield, Vernon, Willimantic, and Willington.

Willimantic is 8 miles south of UConn on Route 195. The Windham Regional Transit District (WRTD) maintains bus service between Willimantic and Storrs that is free of charge for UConn students. Information about bus routes and schedules is available from WRTD at (860) 456-2223.

Manchester (for all practical purposes a suburb of Hartford) is about 30 minutes away. It has increasingly become a preferred location for UConn graduate students.

Here are a few pointers you should keep in mind as you hunt for housing:

*Landlords demand higher rents for apartments and houses near campus. If you do not have a car or if quick access to campus is important, be prepared to pay a premium for convenience. Storrs, however, has very few social amenities.

*If you plan to live off-campus, allow yourself ample time to find an apartment. Many apartments are taken as soon as they are listed. Beware of apartments that look good but have hidden flaws, such as poor insulation, inefficient heating systems, poor ventilation, noisy undergraduate neighbors, pests, etc. If you will be asked to pay for utilities, ask to see utility bills from the previous year. Be especially cautious of electrical heating. It can get very cold in New England, and your electricity bill during the winter months may be much higher than in summer months. As an aside, while the accommodations at complexes such as Carriage House, Celeron Square, and Orchard Acres can be nice, they can get quite chaotic just before the Fall semester and again during Spring Weekend with drunken revelry.

HiGSA will try to answer any specific questions that you have about housing. If you contact the History graduate program secretary, Dee Gosline, who will give you a student's name and number to call for advice. Feel free to utilize our experience (good and bad) by calling. You might consider advertising yourself. If you visit campus during the summer, post a sign in the Graduate Student Lounge, in the History Department mailroom, and other strategic sites on campus.

A good place to begin your search is the housing bulletin published by Crystal Spring Services. This bulletin lists apartments and other rental housing within commuting distance from UConn. It can be obtained by calling (203)973-0889 (phone and fax) or by mailing \$1 and a SASE to Rental Property Directory, P.O.

Box 4166, Stamford, CT 06907. It may be best to view current available rental properties by accessing their web page at www.rentdirectory.com.

Also, www.rentnet.com can be a very useful source for searching for area apartment complexes.

Local publications such as the *Broadcaster* and *At Home* have apartment listings. The local Willimantic paper, *The Chronicle* (www.thechronicle.com), and the Manchester *Journal Inquirer* (www.zwire.com/site/news.cfm?brd=985) also list rental properties. Their web pages can give you information on subscription rates. The *Inquirer* lists all classified information online while the *Chronicle* does not.

When looking for a place to live you should consider your personal preferences (single or multiple occupancy; apartment complex or separate house; restrictions on smoking or pets), as well as more practical factors (distance to campus; access to services; lease and tenant obligations; monthly expenses including rent, utilities, transportation costs, and other incidental costs).

Residency

Another important issue for incoming graduate students is whether to apply for residency in the State of Connecticut. To qualify for the in-state tuition rate, you must have resided in Connecticut for one full year before the first day of the semester for which you desire the in-state rate. If you have a driver's license, it must be from Connecticut. If you own a car, it must be registered, insured, and environmentally tested in the state of Connecticut. Be prepared to pay several hundred dollars to transfer your license and registration to Connecticut! Information can be found on the CT DMV site, <http://www.ct.gov/dmv/site/default.asp>.

Before applying for residency, weigh the benefits of being a Connecticut resident against the advantages of retaining your previous residency. Connecticut residents pay lower tuition rates but must pay Connecticut auto insurance rates and local personal property taxes (which include automobiles). These can be quite expensive; your home state rates might be much lower. If you receive a teaching or research assistantship, you will have your tuition waived. Each student must make a decision based on his or her own personal circumstances.

After the Seminar's Over...Leisure Activities

If you are not from Connecticut, the first thing we recommend is that you buy a good state map and acquaint yourself with the region. There are a number of leisure activities available to UConn graduate students:

BEACHES

People tend to overlook Connecticut beaches because they are rocky and not very scenic – especially compared to the beaches of neighboring states.



Hammonasset Beach State Park, located off I-95 between Clinton and Madison, is somewhat of an exception. From Storrs, Hammonasset is a drive of 45 minutes to one hour. Because the University is located in Northeastern Connecticut, the beaches of Rhode Island are also about an hour away. Students looking for a typical "beach experience", complete with sizable waves, fast food, miniature golf and volleyball, should check out Misquamicut Beach, just across the Rhode Island border.

CLUBS & TAVERNS

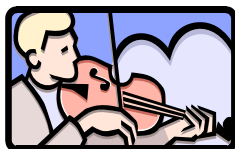
Local undergraduate student hangouts include Huskies and Ted's, located on North Eagleville Road across from the UConn Police Station. The Civic Pub is located next door to the UConn Police Station; Tony's Too Pizza is located in the A&P Shopping Plaza near Four Corners (the junctions of Route 195 and 44) on Route 44. Willington Pizza is located on Route 32 north of Route 44. Both UConn and Eastern State University students frequent Blarney's Café on High Street in Willimantic. Margaritas, Hideaway Roadhouse (a favorite graduate student watering hole), and Smedley's Pub are located on Route 32. If you are seeking a more sedate atmosphere you should check out the Main Street Café on Main Street in Willimantic, the historic Bidwell Tavern and Café on Route 31 in Coventry, Mansfield Depot on Route 44 in Mansfield Depot, or 28 North on 28 North Street in Willimantic. Due to Connecticut's strict laws concerning the sale of alcohol, liquor stores, or "package stores" close promptly at 9 p.m. Mon.-Sat., and are closed on Sundays and holidays (boooooooo).



CONCERTS

Major concerts are held at the Hartford Civic Center or Meadows Music Theatre, and venues in Providence, Rhode Island, Worcester, Massachusetts and Springfield, Massachusetts. Smaller events are held at The Sting in New Britain,

Toad's Place in New Haven, the Webster Theatre in Hartford, and other clubs. Check the *Hartford Advocate*, a local arts and entertainment newspaper, for more information.



Professional classical and popular concerts are also held on campus at Jorgenson Auditorium. Members of the Music Department give inexpensive concerts at the von der Mehden Recital Hall. Connecticut College in New London discounts its excellent concerts for students.

FILMS, PLAYS AND MUSICALS

Recent films are shown weekly in the Student Union Theater, and the offerings are usually listed on the UConn Student page. The School of Fine Arts exhibits foreign and limited release films at von der Mehden Recital Hall on Friday evenings. Special showings of films are scheduled throughout the school year. Consult the *Daily Campus* for specific information.

The closest movie theater is the Mansfield Movieplex 8 at the East Brook Mall on Route 195, 450-0938. You can see popular first-run films Buckland Hills Cinema in Manchester, 646-9800. Showcase Cinemas is at 936 Silver Lane in East Hartford, 568-8810. There are also a number of second-run cinemas in Manchester and other nearby towns that cost anywhere from one to three dollars. Foreign and limited release films can be seen at Cinema City at 235 Brainard Road in Hartford, 297-2544. The Mansfield Drive-In Theater, 423-4441 is only \$7.50/carload on Wednesday nights. For more information on the Hartford area, you can consult *The Advocate*, an entertainment newspaper available weekly at the Co-op and various other locations.



Video Visions on Route 195 is the best place around Storrs to rent difficult-to-find movies. They have an entire wall devoted to foreign films, and have a large historical film section. Their catalog is online at www.videoov.com.

The Jorgenson Auditorium at UConn (Box Office: 486-4226) presents student and dramatic and musical productions. Schedules of events are available at the auditorium and the Student Union. The Hartford Stage Company, 50 Church Street in Hartford, 527-5151, stages the finest in professional productions. See www.hartfordstage.org. The Bushnell, also located in Hartford and home of the Connecticut Opera, Hartford Symphony, Dance Connecticut, and touring performers, events, musicals, and other theatrical shows, can also provide diverse entertainment. For information, call the Bushnell at (860) 987-5900 or toll

free at 1-888-824-2874 and/or visit <http://www.bushnell.org/> for schedules, directions, and prices.

For additional information on fun stuff to do from restaurants to museums to fun places to visit, check out www.ctnow.com.

HISTORY DEPARTMENT/HIGSA

The Department of History sponsors activities throughout the academic year. Noted scholars from UConn and other universities present scholarly papers and answer questions on specific topics. Other department-sponsored activities include roundtable discussions and special colloquia. Less formal are sandwich/box lunch seminars, where members of the university community are invited to participate in lively discussions on various topics. Graduate student participation is encouraged at such gatherings. Notices of many of these events are placed in students' mailboxes in Wood Hall. Professors will often remind you of upcoming events in class as well.

HiGSA offers a number of extracurricular activities such as discussion groups, paper presentations, planned and impromptu social functions, such as happy hours.

MUSEUMS AND PLACES OF INTEREST

The Benton Museum, located next to Wood Hall, offers exhibitions throughout the year. The Natural History Museum, temporarily located between McMahon Towers and the South Parking Garage, is worth a visit. There are also dozens of museums and private art galleries in Hartford and surrounding communities. The Nathan Hale Homestead is ten minutes from campus, and, in season, a worthwhile activity for those interested in early American history. The Mark Twain house and Harriet Beecher Stowe House, located next to one another on Farmington Avenue in Hartford, are well worth the 45-minute trip. The Wadsworth Athenaeum, on Main Street next to the Hartford Public Library, is the region's premier art museum and includes a great collection of early American portraiture and landscape art, as well as a large New England decorative arts collection, and admission is free on Thursdays.



RECREATION

Your student ID gives you access to thousands of dollars worth of exercise equipment. UConn offers a variety of exercise and fitness activities and facilities including intramural and recreational sports, aerobics, weight lifting and fitness equipment, and tennis, squash, and basketball courts. At certain times of day (e.g. late afternoon), the Student Recreation Facility does get crowded and getting a machine becomes more difficult. There are step machines, exercise

bikes, and rowing machines located above the field house basketball courts. There are also indoor and outdoor running tracks. Your student activity fee pays for these services and spouses can get a pass at no charge. UConn Recreational Services also offer fitness classes and excursions; updated info can be found at <http://web.uconn.edu/recreation/>.

Students seeking a private exercise facility might consider Future Fitness, located at 91 Valley St, Willimantic. For information, call 423-7471 or visit www.future-fitness.net. There is also a Curves located along Route 195 across from campus, 429-2838.

New England provides considerable opportunities for outdoor recreation. There are numerous golf courses in the region (Try Twin Hills Golf Course on Route 31- not very challenging but inexpensive). There are several hiking and mountain biking trails nearby (for maps see Joshua's Tract Guide, available at the UConn Co-op.) The Appalachian Mountain Club, the UConn Outing Club and many area sporting goods stores organize day trips, ski trips, and hikes. Ski areas in Vermont, New Hampshire, Massachusetts and Connecticut are less than four hours away. For a nice picnicking and scenic area, try the Mansfield Hollow Dam.



ROAD TRIPS

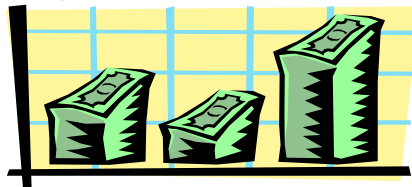
The University is located near Interstate 84, providing easy access to Boston and other points in northern New England. Interstates 91 and 95 lead to New York City and points south. Day trips might include Mystic Seaport and Aquarium, Old Sturbridge Village, Plymouth Plantation, Boston's Freedom Trail, Newport, Rhode Island and Northampton, Massachusetts (the home of many fine used book stores and music shops).

SPORTING EVENTS

UConn takes great pride in its athletic department. Football, soccer, field hockey, baseball, softball, and especially basketball games are popular forms of entertainment on campus and at the nearby Hartford Civic Center and Rentschler field in East Hartford.

Academics

FINANCIAL AID, GRANTS, AND FELLOWSHIPS



There are two types of financial aid available to History Department graduate students: need-based aid obtained through the University and merit-based aid obtained through the department.

Apply for need-based financial aid through the Financial Aid Office, located in the Wilbur Cross Building. Contact the office for appropriate forms (486-2819). Pay close attention to deadlines and keep copies of all forms and all correspondence. Need-based aid takes the form of student loans, work-study, and tuition waivers. If you believe there is an error in your financial aid package or if special circumstances arise, contact a financial aid counselor immediately. Be prepared to make a written statement explaining your position.

The department distributes applications for merit-based financial aid in early December; applications are due back the first week of the spring semester. You must apply to the University for need-based aid in order to be eligible for departmental merit-based aid. Again, pay close attention to deadlines and keep copies of all paperwork. You will need to get recommendations from two faculty members; arrange for these **before** the winter break.

The most common form of merit-based aid available through the department is teaching assistantships (TAs). TAs are assigned to assist professors in teaching specific courses. They are not general assistants; they attend classes, hold office hours for extra-help sessions (typically two one-hour sessions each week), lead discussion groups for multi-section courses, run review sessions before exams, and grade exams and papers.

Occasionally, TAs are given the opportunity to lecture, but this is not a requirement. TAs receive tuition remission, health insurance, parking privileges, office space in Wood Hall, and a small stipend. Students are still responsible to pay their student fee bill, which generally is around \$750 each semester.

The department awards Research Assistantships (RAs). RAs receive the same pay and benefits as TAs but assist professors in conducting research. RAs photocopy, transcribe, catalog, and file. RAs are not normally given office space, although individual professors usually provide them with workspace.

ABD (All But Dissertation; Ph.D. candidates who have finished their coursework and passed their general exams) Graduate students are also given the opportunity to apply for lectureships teaching undergraduate history courses. This affords them experience for the vitae and financial support while they work on their dissertations. Opportunities to teach are limited by the personal needs of the department.

Grants are available for graduate students from private foundations and from the Graduate School and the University. You must seek out and apply for grants; your advisor may be able to point you toward special opportunities.

The following list of grants and fellowships (which is by no means complete) should give you a general idea of the kinds of outside funding available to UConn History Graduate students. The UConn Research Foundation and the Fulbright Office will help you find and apply for these and other grants:

Covenant Insurance Company Summer Fellowship

Shryock Prize

Charlotte Newcomb Fellowship

Fulbright Fellowship

Massachusetts Historical Society Fellowship

Albert E. and Wilda E. Van Dusen Scholarship

Harry J. Marks Fellowship

Michael Q. Dunphy Memorial Scholarship

WORKLOAD

Nine credit hours per semester is a full course load for a full-time graduate student. Students with work-study, TAs or RAs, are expected to take only six credits per semester. Language courses, independent reading courses, undergraduate history courses and courses in other academic departments have different work requirements. Consult with your academic advisor for the most appropriate schedule.



Graduate history seminars typically require 300 to 400 pages of reading each week. Many professors place required readings on WebCT so you can print them when you need them, on reserve in the library, or in the Grad Student Lounge. However, to avoid waiting for materials at the library, we recommend you buy as many books as possible. Articles and out of print books are only available on reserve so we recommend you photocopy them as often as possible. Obviously purchasing books and paying for photocopies can become

expensive – expect to spend \$200.00 or more per graduate seminar – so your personal finances will dictate how you obtain required materials.

A Note on “Book Hoarding”: Some of you may be unable or not interested in purchasing books for the semester. As a courtesy to your fellow grad student colleagues please limit yourself to using the books placed on reserve. While it is easy to rush to the library and collect an entire syllabus’ books, some students might need the library copies for research or for emergency-reading purposes. Another option is to ask faculty if they have any additional copies to spare.

Some graduate seminars require a brief (2-5 pages) weekly paper or weekly WebCT postings; others require less frequent but longer assignments. When you go to discuss the course with the instructor, ask what format will be used. Three weekly-paper seminars in a single semester can drive you crazy. Students can expect to spend 12-15 hours per week preparing for each class. 45 hours of studying and 9 hours in class should be plenty to keep most students busy.

PLAN OF STUDY/FIELD OF FOCUS FOR MASTER’S DEGREE

After completing four courses, you will want to talk with your advisor about your Master’s examination field of focus. You should pick your topic early so that you may choose associate advisors who are appropriate to your field. These advisors need to sign your plan of study before you submit it. Talk with your major advisor about which faculty members would be appropriate to your field of focus. You may not even know them yet, but this could help you for your oral exams. You need to fill out a field of focus form, available from the Graduate Program secretary. After you pass your Master’s oral exam, you must go to the Graduate Records office to apply for graduation.



THE 401/402 RESEARCH PROJECT

The course sequence Hist 401/Hist 402 is sequence of courses required of all UConn history graduate students. Hist 401, taken during a student’s first Fall semester, is a three-credit seminar introducing students to different areas of historical study, such as the different ways history is practiced and the role of historians in broader social issues. One faculty member directs the course while guest speakers may also be invited to participate. Hist 402 is taken during a student’s first Spring semester, with a classroom instructor as an introduction into

reading primary sources. Each student will also have an advisor for this course. You and your 402 advisor (which does not need to be your academic advisor) should agree on a meeting schedule to keep your research on track.

The 401/402 project is intended to improve your research techniques and writing skills. The 402 paper is a short, conference length paper(10-12) pages of original research based on primary sources. In some fields of research (e.g. Colonial America and United States history), archives and other sources of primary documents are readily available. In other fields (e.g. Medieval and Early Modern Europe), sources may be unavailable or inaccessible. Research in these fields tend to be drawn from published, over-used documents. Careful planning and close consultation with your academic and 402 advisors can overcome these difficulties.

The main difficulty most students experience is their own unreasonable expectations. Your academic and professional careers do not depend on your 402 – it is very unlikely that this project will make your reputation. Treat it seriously, but don't let it take over your life. Some students use the 402 paper as a writing sample for a PhD program or expand their paper into a dissertation, but others never look at their papers again – the choice is yours.

The first decision you must make for your 402 project is choosing your advisor. You will want to select someone who specializes in your intended field. This is not always easy because some professors are more popular than others and each professor is limited to supervising three 402 projects at a time (don't sweat yet-this is rarely a problem). Consult with your academic advisor and your fellow students on whom you should approach. If you cannot sign up with your first choice of advisor, you might postpone your 402 to be able to work with your desired professor or you might choose to work with a professor who works in a different time period but uses methodologies you would like to learn. Be creative and open to alternatives.

The best way to ensure a satisfactory 402 experience is to pick your topic early. If you cannot find documents and other materials for your topic while you are taking 401, choose another topic – you do not have time to waste tracking down exotic sources. You should choose your general area of research first, search out appropriate archival material, and then chose your topic. Before making any final decisions, read your sources thoroughly to make sure you really have something to write about. This should seem obvious, yet again and again hearts have been broken over seductive, but document-poor, topics. Your 402 advisor may be able to steer you to the relevant archive immediately or you may find it for yourself. Keep your topic focused – don't think that your 402 topic must become a dissertation topic. Do not feel bound to a topic that isn't working out. Consult your advisor early and often.

In summary,

- Treat the 402 seriously-work on it regularly and don't panic.
- Choose your advisor carefully.
- Choose your topic very carefully.
- Meet with your 402 advisor frequently and talk to fellow students.

As questions arise don't hesitate to email the Graduate Student Director Janet Watson at janet.watson@uconn.edu.

LANGUAGE REQUIREMENT

Incoming Ph.D. students and Master's students planning to enter the Ph.D. program should pay careful attention to the department's language requirements. There are several ways to fulfill these requirements: by examination, by language course work, and, for students of United States history, by course work in a related field. Because many academic disciplines have relaxed their language requirements, the University does not offer as many or as diverse language courses as it formerly did. Therefore, you and your academic advisor should decide on a strategy early in your career. Several students have traveled to Europe for summer immersion programs; some universities in the United States offer similar programs. Many students take undergraduate language courses to refresh their knowledge of a language learned in high school or college for departmental exams. Whatever course you decide, stick to it. You do not want to waste valuable time or resources fulfilling this requirement.

Ph.D GENERAL EXAMS

Incoming Ph.D. students will want to speak with their academic advisors about their exams at an early date, but it is easy to get too excited too soon. What you will want to do fairly soon is to identify the three fields you wish to be examined in and to select the exam coordinators for these fields. Your field coordinators will assist you in developing a good strategy for the exams and will be one of the professors who evaluate your exams. It will be important for you to work with your advisor to plan a strategy for not only the historical content of each field, but for the overall logistics of when to complete each exam. While you should not panic over your exam when you first start your work at UConn, you should choose your seminar and other course work with the general exam in mind.

THE LIBRARY

While the UConn campus may seem large to you at first, you will probably spend most of your time in only two buildings: The Homer Babbidge Library and Wood Hall. There are a few library services that will be helpful to know about. The third floor is full of scholarly journals with a room of photocopiers nearby. The library has numerous reference materials including bound guides, CD-ROM indexes,

and an on-line catalog. If you have difficulties using these resources, the library reference staff is friendly and helpful.

The library's on-line catalog is known as HOMER (named after Dr. Babbidge, not Mr. Simpson). Most of what you need for research projects is in HOMER, which can be accessed through the Internet. Again, consult the library staff if you need assistance.

Your university ID card is also your library card. To check out library materials, you need a validation sticker. To check out library materials, you need to have your card validated at the front desk before you can use the self-check outs.

The library allows graduate students to check out print materials for 90 days, and may renew them up to three times. However, all materials are subject to recall, so pay close attention to all library notices which should come by email. Graduate students can also check out videos for 14 days from the 3rd Floor Culpepper Media Center.

COMPUTER RESOURCES

You do not need to own a computer to survive graduate school, but access to computers will make your graduate experience much more pleasant. The University has Macintosh and PC computers in the library, in the Math/Science building, and in several dormitories (not the graduate dorms unfortunately). In addition, some schools and academic departments maintain their own computer labs. The labs in the math/science building are staffed with trained computer consultants, but many graduate students find the library labs more convenient. You will need to supply your own disks. All campus labs charge \$.7-.10/page for laser printing.



The History Department has recently upgraded its computer facilities, opening a small computer lab with laser printers on the first floor of Wood Hall. These computers are intended for the exclusive use of graduate students; members of the graduate community are expected to be responsible in their use of the computers and honest in payment for printed pages. Most of all, please remember to share with your colleagues if the computers are in demand!!!

Professors frequently use email and LISTSERVS as key components of classes. You will also automatically receive a Uconn email account. It will typically be firstname.lastname@uconn.edu. You may use your own personal email accounts. There is a forwarding option to allow students receive any emails sent to their university account in their regular email account. You will also receive a Netid which you will need to access Webct, yet another avenue to

communicate with professors and other classmates as well as access class materials.

Planning Research Trips



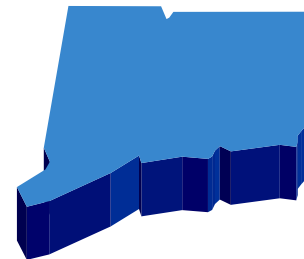
The key to effective archival research is groundwork. Check the UConn library for printed guides to archive collections (some are very detailed). Read bibliographies – especially from theses and dissertations - for the location of collections used. You can browse many collections on-line through the Internet. Ask department faculty and fellow graduate students for recommendations. People in our department have used all the archives, libraries, and historical societies listed here.

Although most of the archives, libraries, and historical societies in the region are concerned primarily with United States History, Europeanists should note that men and women in New York and New England have been notorious collectors of rare books and manuscripts-American and European – and have frequently deposited their collections at a historical society, the library of an *alma mater*, or a major library like the Boston or New York Public Libraries.

NB: A library's on-line computer catalog may not record older acquisitions.

CONNECTICUT:

The University of Connecticut, Storrs, Connecticut:
 Homer Babbidge Library, Special Collections
 The Roper Center for Public Opinion Research: Extensive collection for polling data
 Center for Oral History, Wood Hall
 Thomas J. Dodd Archives



Stowe –Day Foundation. Hartford, CT: Nineteenth Century Women

Connecticut Historical Society, Hartford, CT

Connecticut State Library, Hartford CT (860)757-6500: State and town histories and various state related publications

Olin Library, Wesleyan University, Middletown, CT:
Nineteenth Century scientific archives in Science Library

Yale University:
Medical Library: History of Medicine
Divinity School Library: Includes reports of early missionary activity.
Beineke Rare Book Library
Government Documents Center at Seeley G. Mudd Library
Sterling Library: manuscripts and printed works. Extensive collections.

Hartford Public Library. CT: Early Twentieth Century business

University of Hartford. West Hartford, CT: J.Doyle DeWitt Political Collection

Watkinson Library, Trinity College, Hartford (860)297-2268

Patent and Trademark Depository Library (Science Park Development Corporation.) (203)946-7452, 25 Science Park, New Haven, CT: Annual publications of Patent Office, which describe and illustrate patented items.

Institute of Living Medical Library, Hartford, CT: Books on aberrant behavior from sixteenth-century books on witchcraft to modern psychiatric texts.

Blunt-White Library at Mystic Seaport: Specialized maritime history collection, emphasizing trade and whaling. Although Mystic Seaport Museum has an admission fee, researchers can ask for free access to the library.

NEW ENGLAND:

American Antiquarian Society, Worcester, Massachusetts: Early American manuscripts and printed works; large-scale collection of early newspapers. The UConn library has printed guide/catalog of manuscript holdings. A letter of introduction is necessary from your advisor.

Essex Institute, Salem, Massachusetts: Early American manuscripts books. Diaries.

Peabody Museum, Salem, MA: Collection of ship logs and charts (primarily Salem captains in South Pacific) dating back to late eighteenth century.

Massachusetts Historical Society, Boston: Massachusetts History, from 1620-20th century is the specialty, but also general American history manuscripts, diaries: printed works – much is on microfilm and much printed in MHS Collections. UConn Library has printed catalog of manuscripts.

Boston Public Library, Copley Square, Boston, MA: Massachusetts and Boston specialties. Large manuscripts collection in a large library

Massachusetts Archives, Boston: MA state paper official records

Houghton Library Harvard University, Cambridge, MA: Manuscripts and printed works. National in scope, as expected from Harvard, reflecting its widespread alumni

John Carter Brown Library, Brown University, Providence, RI: A specialized collection regarding the settlement of the New World. North and South American maps, printed works in English, Spanish, Dutch, French, etc.

John Hay Library, Brown University, Providence, RI: Special collections

Rhode Island Historical Society Library

Special Collections and Archives, Amherst Library, Amherst MA: Paper of John Jay McCloy

Schlesinger Library, Radcliffe College: Women's History Library

Boston Athenaeum

JFK Library, Boston, MA

NEW YORK AND NEW JERSEY

Ford Foundation Archives, New York City, NY

FDR Library, Hyde Park, NY.

Oral History Collection, Columbia University Library, New York, NY; (212) 854-7083

Seeley G. Mudd Manuscript Library, Princeton University, Princeton NJ; (609)258-6345: Extensive Collection of papers of prominent Twentieth Century Americans

New York Public Library, NY, NY: A rich, varied collection of collections of manuscripts and printed works. The UConn library has a printed catalog of manuscript collection.

WASHINGTON, DC:

The seemingly daunting prospect of archival research may unsettle graduate students planning their first research trip to Washington, DC.



Concerns over finances, transportation, room, and board might especially burden those who are unfamiliar with the nation's capital. The student who carefully plans each aspect of the trip in advance, however, can overcome these apparent roadblocks.

A five-day stay in Washington can be managed for \$350.00 or less, depending upon one's mode of transportation and choice of hotels. A round-trip Amtrak ticket costs around \$100.00. Driving down in an economical car may save more money, but parking in Washington can be expensive. Trains are more comfortable than buses and cheaper than airplanes. Within the city, Washington's efficient Metro and bus systems constantly run to and from the Federal Triangle, where the national Archives and Library of Congress are located.

Major hotels in Washington are fairly expensive. Stay with a friend if you can. The city also offers researchers a variety of less-expensive accommodations. Students may room at the International Guest House, the Davis House, or a variety of bed-and-breakfasts. Students should be advised, however, that at both the International Guest House and the Davis House, they will share quarters with at least one other guest, since single occupancy rooms are not available. If possible, reservations should be made several weeks in advance. A more comprehensive list of inexpensive hotels in the Washington area is available by mail from the Library of Congress.

Students should not be apprehensive about visiting the National Archives for the first time. Numerous archivists are prepared to assist those who have even a general research topic in mind. Newcomers must be patient however. Scholars are required to fill out several forms and obtain a researcher identification card before they are permitted access to the documents. Once the researcher, with the aid of the archivist, has selected a set of documents for perusal, he or she waits for up to two hours for those boxes of documents to be delivered to the Main Reading Room. Records may be put on reserve for up to three days at a time if the researcher chooses. Declassified documents may also be copied for minimal cost. At least \$50 in copying costs should be factored into a researcher's budget when planning a trip to the Archives. Those planning on using computers should call ahead.

ABROAD:

History grads may need or want to go to a foreign country to research their dissertation topics, particularly if they study European or Latin American history. While experience is the best teacher, here are a few hints to help make the most of your research trip abroad:



*Work hard to build both conversational and reading skills in the appropriate languages. Passing the departmental language exam is only a start toward sufficient command of a foreign language.

*Begin working on your prospectus and dissertation fellowship application immediately after passing the general exams. Your prospectus must go through both our own department committee and a graduate school review group before you can apply for research funds.

*Have a well-defined yet flexible thesis topic. Know what you are looking for and in what archival collections it can be found but be prepared to make substantial changes on the spot. You may find less – or perhaps more - on a topic than originally anticipated; also, there is always the chance another scholar will suddenly publish on your chosen topic.

*Write to archives you plan to visit well in advance of your arrival (at least four months) to secure permission to see the relevant collections and gain admission into the archives themselves. It may take some time before you receive the written approval you need to be admitted into each research institution. Also, you may be notified of additional requirements, such as securing a family's consent to view the private papers or a government's exception in viewing classified documents.

*A US passport, International Student ID (available through Study Abroad), and a letter of introduction from either the Department Chairman or Graduate Dean (in the appropriate language) are essential documents. Other documents, such as a visa or proof of immunizations, may also be required, depending on your destination.

*Transportation and accommodations can be quite expensive. For air fares, shop around, starting with charter companies such as New York's TRAVAC. For a living place, you might want to write to a university in the country you will be visiting and try to obtain a dorm

room. Chances are good in the summer months that you will save money over an apartment or a hotel room and benefit from the student cafeteria (your international student ID will get you a discount) or, if you are lucky, kitchen facilities. A communal kitchen is a great place to meet people and make friends; it also provides you an excuse to visit the open-air markets in your town or city.

Upcoming Events to Note:

The History department at UConn strives to be a community of scholars and colleagues. To that end, we have many events for graduate students and faculty to attend to promote our community and to just have fun. There will be a welcome back picnic for the Fall semester as well as a more official welcome back event. We also have town meetings to address any issues regarding the History Graduate program. Additionally, there are meetings scheduled to address minority and women scholars in History and a group of women historians at UConn is going to be forming as well.

A Final Word . . .

We are excited to welcome you to the University of Connecticut History Department! This guide is just a brief introduction to the university and the department. We encourage you to reach out to your fellow graduate colleagues to cultivate academic and social relationships that will benefit everyone in the History Department community. We look forward to meeting you and personally welcoming you into our body of scholars and friends.