

Term paper information La España contemporánea Información sobre el trabajo escrito

Due dates: Bibliografía preliminar: Thursday, October 22. Final paper: Thursday, December 10.

Plagiarism: Don't do it. Please review the statement about the honor code on the course syllabus and ask the prof. if you are not sure that an action is appropriate. *Mejor preguntar que fracasar.*

Paper topic: Since this is a “non literature” course, the range of possible topics is rather broad. **There are two restrictions: 1) since this course emphasizes contemporary Spain, the topic should focus on an issue, individual or phenomenon that is or has been “active” since the death of Francisco Franco (1975) and 2) if you took SPI 310, you cannot repeat the topic you used for the *trabajo* in that course.** We will be reading about a number of political, social, and economic issues, as well as about art, music, and cinema of contemporary Spain. One possibility is to focus on a single individual (e.g. Adolfo Suárez or Pilar Miró)—what the person's contributions were and an analysis of them. Another possibility is to focus on a single aspect of Spanish society, such as the role of the police/military, a gender or orientation issue, a social problem, the latest trends in Spanish classical or popular music, the changes in diet, work schedules, types of jobs, and so on. The student should read primary sources if available (if you're doing film, watch one of the movies) and, of course, secondary sources about the chosen topic. Please notice the date on the syllabus when the preliminary bibliography is due. It is 10 % of the term paper grade. In order to compile that bibliography, the student must first choose which topic he/she intends to work on.

Order of events: (1) By October 22, you will hand in a preliminary bibliography (**bibliografía preliminar**). (2) During the rest of the semester, you will read your primary sources, as well as the information in the books and articles, do your analysis and prepare your essay. (3) When you are ready or on the night of December 9, whichever is *sooner*, write the essay. (4) On Thursday, December 10 hand in the finished paper by 4:30 p.m.

Bibliografía preliminar: Once you have chosen a topic to work on, you will need to determine what resources are available to help you do the analysis. Search the NKU library, the available databases, and the internet to find out what you might be able to use. The printout of the Bibliografía preliminar will have a brief proposal (“this is what I plan to write about”) followed by a list of the information source(s) you have found to date. There should be at *least* 5 refereed (a.k.a. scholarly) secondary sources. Please be aware that most web pages are *not* refereed. Anyone can put one up without having the material reviewed by scholars who are knowledgeable in the field, and on occasion, academics who were unable to get their material published through the usual channels will post it on the web. Encyclopedia articles (wiki or otherwise) may be a useful first step for you personally, but will not count as scholarly sources. All these items will be listed in **MLA format** and will be followed by the library and the call number or other local accession information that you need, but that is not included in a bibliographic entry. In other words, don't open up a book and copy out the sources. Instead find out what is available in the NKU and other area libraries. Articles in J-Stor and other on-line collections of refereed journals are acceptable sources. Save the bibliography, print it, and back it up. Incorporate additional sources found after October 22, as you find them. Then, when you're typing out the final copy at dawn on December 9, all you need do is cut and paste the entries for the items you cited into the *Obras citadas* page (remember to delete the call numbers and accession information at that time).

Paper length & content:

Papers should be of *portfolio quality*, which means: 5-7 pages long, *in Spanish*, word-processed or typed, double-spaced, using one-inch margins and 10 or 12 point font (Elite or Pica, in the old terminology), and using clean, white paper and black ink dark enough to read in normal light. Accents should be included in the printing of word-processed documents (bonus: you'll be less likely to miss them that way). Remember to save your work frequently—computers are ravenous toward the end of the semester. **Newbies:** A newbie is a student whose native language is not Spanish and who has *completed* 6 hours or fewer of upper-division Spanish courses. Newbies are permitted to write their papers in English with the following caveats: the paper will not qualify for the majors' assessment portfolio and the minimum length is 7 pages, not 5. This is an *option*. Newbies may write the paper in Spanish and use it in their portfolios if they so desire.

The suggested structure for the paper is: a brief introduction, a thesis statement, a body presenting information in a logical order that supports the thesis, and a conclusion. Remember, the ultimate authorities are the authors, the architectural specimens, the music, the laws, etc. that you're writing about. If you are working with any sort of text, you should be able to point to passages in it that support your views, and *explain* how they support them. If you are working with another area, such as art, point out aspects of a specific statue or church building or a musical passage that supports

what you are saying. At the end you will place an *Obras citadas* page (please do *not* call it *Bibliografía*). This page should include 3 or more *secondary, refereed* sources cited in MLA style (this is why you will need 5+ sources in your preliminary bibliography—some will not make your final cut). If you wish to include non-refereed sources, they will be in addition to the three refereed sources required. Remember to list only the works that you have actually cited in your paper.

Help with paper

1. Finding sources.

Plan to attend the library instruction class on October 1, 2009 (see syllabus). If you know your area of investigation, let the professor know in advance of the class so she can warn the librarian.

If a book is checked out, ask the professor if she has it—been known to happen ☺.

In addition to the library instruction class, you can make an individual research appointment with the Reference Desk, but do it early in the semester, before all the procrastinators on campus panic and mob the librarians. Remember also that there may not be a source specifically on your topic, so don't overlook sources on related matters that might mention information of interest to you. Also, since some of these areas may be changing even as you work (for example, ETA is active again), you may want to monitor an on-line newspaper site for the latest information. The *MLA Bibliography* is a good source for articles about literature and some other texts, and is now available on-line, but you may need to consult databases in other disciplines, such as history, economics, art or law. The library's supply of journal articles in databases is growing. We'll all get an update on October 1. Don't forget to check the works cited in the sources you find. The UC library has more material and, as a member of the Greater Cincinnati Library Consortium, will extend limited borrowing privileges.

2. La señora Modales' Guide to Excruciatingly Correct Documentation.

The Writing Center (FH 209) has information on MLA documentation style, as does the ENG 101 handbook (Hacker, *A Writer's Reference*). The professor has supplied information on Spanish capitalization and punctuation on the next page. She also has the latest *MLA Handbook* in her office, so if there is a situation for which you can't find a model, come by and ask.

Direct quotations should appear in their original language. In this case, it is not necessary to supply translations of quotes in English, Latin, French, Portuguese, Spanish, or Italian. Paraphrases should be in the language of the paper. A paraphrase is the rendering of another author's ideas *in your own words*. It is NOT a translation. Like a direct quote, it must be documented. If you can't keep yourself from translating, and it's too late to ask for help (yeah, I used to write 'em at the last minute, too), then quote the source directly, with the appropriate citation. If you are citing in a language that the prof. does not read, please supply the translation in a note.

When citing internet sources, the URL and the date of access *must* be included. Remember, one of the reasons we list the *Obras citadas* is so that readers can investigate further if they are so inclined. It is your responsibility to give the basic information needed to locate each source (that does not mean the NKU library's call numbers).

Miscellaneous useful stuff

Capitalization and alphabetization in Spanish (a few pointers from the MLA Handbook)

1) *de* is not used in the text before the last name alone. Rueda (=Lope de Rueda) escribió *Las aceitunas*. but *del* is used with the last name alone En su antología, del Río... (=Ángel del Río)

2) Alphabetize by the full surname:

- Cervantes Kawanagh, Ignacio (comes before...)
- Cervantes Saavedra, Miguel de (paternal & maternal surnames are taken into account)
- Lida de Malkiel, María Rosa (woman with paternal surname & husband's surname)
- Río, Ángel del (notice that he's del Río in the text but alphabetized under Río)
- Rueda, Lope de
- Zayas y Sotomayor, María de (a woman with paternal & maternal surnames)

3) Days of the week, months of the year, and adjectives derived from proper nouns are not capitalized
lunes, viernes / enero, julio / español, mexicano

4) For titles of books or articles, capitalize the first word and words normally capitalized:

Breve historia de la literatura norteamericana *Vida de Goya*

5) Titles of newspapers, magazines, & journals: nouns & adjectives tend to be capitalized, especially when they are side by side:

6) If you are citing a book or an article published in English, follow English capitalization rules for that title.

How to get diacritical marks

Easy way: pull down the "Insert" menu of your word processor & click on Symbol / Special characters / Characters or equivalent. In more recent versions of Word, you'll have to go down to "more symbols". Find the letter with the diacritical mark on it, click on it & then click on the insert button. In Word & some other programs you may see a "shortcut" feature for the character. It will appear when you click on it, and you can use that to insert the characters directly from then on. Example from Word: Insert -- Symbol --ú and you see "shortcut key Ctrl+', U. That means hold down Ctrl, press ' release and press u to get ú.

ASCII codes for diacritical marks

In most Windows programs, you can insert characters using their ASCII codes. Hold down Alt, type the numerical code on the number keypad & release Alt. Here is a list of codes:

á	160	í	161	ú	163	Ñ	165	ï	173
é	130	ó	162	ñ	164	¿	168	« & »	174 & 175

Macintosh computers

Here's how some students have had success.

--Hold down Alt & press "n". Release both keys and type "n" (no quote marks) to get ñ

--Hold down the Option key & press "e". Release & type the letter you want to have an acute (Spanish) accent.

If the method doesn't work, "ask" the program either through "insert" or "help".

Checklists

You are not required to use these, but they may help those who lack a memory for details (I'm told sleep deprivation can cause this, but of course no one at NKU has such problems ☺). Enjoy!

A. Research and analysis.

1. ___ I have attended the library instruction class.
2. ___ I have made a research appointment with a reference librarian *l-o-n-g* before the paper is due.
3. ___ I have looked up my author/topic in general reference sources.
4. ___ I have looked up my author/topic in NKUIRE and the appropriate databases.
5. ___ I have read the material I found in our library, taken notes, and put my notes where I will remember to find them.
6. ___ I have looked up my author/topic on the internet and have read the material I found, taken notes....
7. ___ I have looked up the unfamiliar words.
8. ___ I have decided what point I wish to make in my paper (thesis statement).
9. ___ I have worked out how to present the case for my thesis. I have material from my secondary sources that either supports my thesis or with which I have decided to disagree. I have specific examples from Spanish culture that support what I say.

B. Mechanics

1. ___ My name is on my paper.
2. ___ My paper is 5-7 pages long. If I am a "newbie" in upper-division Spanish, my paper is in English and is 7-9 pages long.
3. ___ My paper has one-inch margins, is double-spaced and uses a 10 or 12 point font.
4. ___ My paper uses parenthetical documentation in MLA style.
5. ___ My paper has a separate **Obras citadas** page at the end. The entries are in MLA style.
6. ___ I have given credit to all my sources.
7. ___ I have not listed works on the **Obras citadas** page (newbie: Works Cited) that were not cited in my paper.
8. ___ I have not called my **Obras citadas** page a "bibliografía" nor is my Works Cited page called a Bibliography.
9. ___ I have proofread my paper for spelling and accent marks.
10. ___ I have proofread my paper for grammar and agreement errors.
11. ___ I have proofread my documentation for violations of MLA style.
12. ___ I have backed up my computer file and placed the copy where I can find it when I certify my program (Spanish majors and minors with teaching only).
13. ___ Both the hard and the electronic copies are out of reach of my domestic menagerie («Lo comió el perro» no sirve).
14. ___ I have not submitted my paper in a plastic report cover (a paper clip or staple is better).