

Guidelines for M.A. in History – Digital Project Route

Requirements:

Completion of History 403A and 403B with no less than a B+ in both courses; Projects must be archived in consultation with the CSUF institutional repository.

Project Committee:

The committee should include at least one expert in digital history along with experts in your subject area. All committee members should be chosen in consultation with your committee chair/project advisor. You should not invite committee members before inviting the chair.

Prospectus:

As with other history projects and theses, you must complete a prospectus that conforms to the MA guidelines adopted by the department. The prospectus is subject to defense before the committee and should reflect preparation made for undertaking the project. The prospectus should include (approximately 10-15 pages in length):

- **Project Scope** - What is the scope of your project? This should include an overview of your historical subject, intended format, and intended audience. It should discuss the theoretical frameworks that will help you to conceptualize your project. It should also introduce what kind of digital object you are going to present to the committee. As with public history projects, you may submit projects that focus on a single part of a larger imagined digital exhibit or project.
- **Historical Content/Historical Significance** - Why is your project historically significant? This should include a discussion of the historiographies that your project intersects with, as well as why your intended audience will find it interesting. It should also include an “environmental scan” which discusses other, similar projects both analogue and digital, and how your work relates to them. Finally it should describe the most important resources on which the project will draw, including audio and visual materials, documents, and other archival artifacts.
- **Project Format** - How do you envision your project at its completion? Briefly describe the format(s) and design(s) that you are considering, and explain how they will attract users. Explain how the format would convey the project’s central historical ideas. If there are successful models for this type of approach, briefly describe them here.
- **Methodology** - What is the methodology of your project? This should include a discussion of why a digital project is the best way to convey your argument. It should also detail what your chosen method/s may reveal to you about your data, and what your chosen method/s may not tell you about your data. If you engage any additional methods that will be used to collect, analyze and disseminate data for your project you will want to detail them here while also noting what specific research questions they help you to answer. Your methodology should explicitly reference the theoretical frameworks you introduce in your discussion of scope.
- **Data Management Plan** - What data are generated by your research and what is your plan for managing the data? In keeping with NEH standards for Digital Humanities projects you should produce a short (no more than two pages) description on how you will manage and disseminate data generated by your project. This includes describing the types of data to be produced through your project, how data will be stored, shared, and disseminated are key. For more on this see https://www.neh.gov/files/grants/data_management_plans_2016.pdf.
- **Project Timeline** - This should include all activities needed to successfully complete this project including: the creation of historical datasets (if applicable), the time required to learn new tools (if

applicable) and an estimate of any digitization required. You may provide a month-by-month schedule of the major work to be done each semester. You may also break your project timeline into phases showing the length of time it will take to complete phase 1, phase 2 etc.

- **Project Budget** - The project budget should identify all costs associated with the project that are not funded by a partnering institution, or a fundraising plan (complete with deadlines) if additional funds are required.
- **Bibliography**- Provide a working bibliography (2 pages) of the conventional historical and DH scholarship that informs the project. This bibliography should also include any special collections or libraries in which archival material for the project has been identified.

Final Project/Deliverables for fully Digital MA Projects:

All the materials for the final project should first be submitted to your committee chair. Once the committee chair has approved your revisions, you may make your project accessible to the rest of the committee. Your project must be provided to all committee members a minimum of two weeks before the project defense date. In addition...

- Your final product should be a public facing digital artifact that provides evidence of historical research and writing, as well as an audience-appropriate discussion of your project's historiographical significance.
- You are responsible for coordinating with the CSUF IR to archive the project.
- This digital project should include a 'Framing Introduction' or long form piece that provides an overview of the historical questions, data sets, and or scholarly interventions this project makes. This piece will help frame the larger digital project and situate it within the larger fields of history broadly and digital history/digital humanities specifically.
- Your project should also include a comprehensive bibliography of all digital and print primary and secondary sources used to produce the project.

Self-Reflexive Essay:

Prior to the final project defense, the student must also produce a separate 10-12 page self-reflexive essay that describes the technical and analogue work that went into developing your project. This includes an assessment of your goals at both start and completion, notes on the development process, changes that your project underwent as you developed it and the ultimate significance of your project for the field of digital history.

Project Defense:

The student shall defend the project before the committee in order to complete departmental requirements. You are responsible for this artifact being "live" and publicly accessible at the time of your defense.