RECRUITMENT PAPER

Just as soldiers needed to be recruited to fight in World War I, medical personnel had to be recruited to tend to their wounds. Many of these doctors and nurses remained close to home to work at hospitals, while others were sent to staff field hospitals that were often close to the fighting. In some cases people with no previous medical background were trained so that they could fill needed roles too. In this paper you will look at the efforts made to recruit men and women to work in hospitals, as well as their reasons for choosing to do so. Because this is not a terribly long paper, you should keep your focus narrow.

Your Recruitment Paper will be done in several stages, making it more manageable. Time has also been earmarked in the syllabus for proofreading all three stages, so you should plan to bring your draft of each to class with you on that day; you will then have time to make alterations before the Midnight deadline.

Stage #1: Paper Proposal due Monday 10 September
Worth 5% of your course grade
Your proposal should be 200-300 words in length, typed, double spaced, in 12-pt. font, with 1-inch margins. In your proposal you should say what you think the theme of your paper will be and what types of articles you are looking for to support your argument.

Stage #2: Annotated Bibliography due Monday 24 September
Worth 10% of your course grade
You should provide bibliographic entries with 4-5 sentence long annotations for at least three articles you plan to use, properly formatted according to *Chicago Manual of Style* guidelines. The best library tools to use in finding scholarly articles for this project are Academic Search Complete and J-STOR. In your annotations you should specifically note any bias you see in the article, and any concerns about the type or quantity of sources used by the author. Also helpful would be noting down how this article builds on or fills a gap in your knowledge of the subject as covered in *Healing the Nation* and *Veiled Warriors*.

Stage #3: Final Draft of Paper due Wednesday 3 October
Worth 20% of your course grade
Your final paper must be 1000-1300 words in length. Any errors noted on the first draft of your paper should be fixed. It should be typed, double spaced, in 12-pt. font, with 1-inch margins. You will also need to utilize footnotes in *Chicago Manual of Style* format for all the sources you use in writing your paper (see back of page for more details). You should have an introduction (with thesis statement), followed by supporting evidence, and a conclusion which discusses why the focus you chose is crucial in understanding the importance of hospitals in World War I. Do not use the first person in writing your paper.

Grades will be based on how effectively you convey your conclusions about your theme. This includes both the quality of the research you have done and how well you have written about it (so yes, grammar and spelling do matter). You must also have a non-annotated bibliography, formatted according to the *Chicago Manual of Style*.

Using Footnotes

For any piece of information or ideas you use from another source, you must provide a reference. Let me repeat that…for *any* piece of information or ideas you use from another source, you must provide a reference. In addition, you must place quotation marks around any direct wording you take from a source, even if it is only three or four words. As a general rule, you should have at least one footnote per paragraph in your paper. You may list more than one source in the footnote to save you making too many of them, but you must have all the knowledge you have "borrowed" properly cited.

For this paper, please use footnotes. Your computer will automatically insert them for you. To insert a footnote, place cursor at the end of the sentence and do as follows:

✷ In the newest version of Microsoft Word (for Windows)…go to the Reference tab.
✷ Click on "Add Footnote…"
✷ Automatically a new "footnote" will come up at the bottom of your paper, set to the correct footnote number you should be on. At that point you will type in your reference information according to *The Chicago Manual of Style*. After you are finished, you can move your cursor back to the main text of your paper with your mouse. It is also good to know that you can cut, paste, and copy footnotes just as you can any other text (by highlighting the number in the paper itself and performing whichever function you need) and all the reference information will move along with the number.
✷ Footnotes are normally in 10pt. font.
✷ Do not change the default settings the computer uses for your footnotes, they should all be correct already.
✷ There will NEVER be two footnotes with the same number.
✷ Finally, footnotes are NOT footers and should not be in your footer.

We will discuss the use of footnotes in class, but if you have any additional questions, do not hesitate to ask Dr. Myers for assistance.

Here are some examples to help you in laying out your references:

[1] HIST 230: WWI Hospitals, September 14, 2015.
[2] Christine Hallett, *Veiled Warriors: Allied Nurses of the First World War* (Oxford: Oxford University Press, 2014), 124-25.
[3] Class notes, August 31, 2015.
[4] *Veiled Warriors*, 75.
[5] Hilda Hempl, "Some Proteolytic Anaerobes Isolated from Sceptic Wounds," *Journal of Hygiene* 17 (1918): 13.
[6] University of Glasgow, "The University of Glasgow Story: Elizabeth Ness MacBean Ross," http://www.universitystory.gla.ac.uk/ww1-biography/?id=2845 (Accessed 25 June 2014).
[7] Hempl, 17-18.

Note: If you have a copy of Kate Turabian's *A Manual for Writers of Research Papers, Theses, and Dissertations* (available in the Bookstore). The formatting for a bibliography requires the information to be put in a slightly different order. Examples of this will be listed after B: in Turabian's guide, while footnote formats are listed after N: for each type of source.