

M.Ed. Program

Capstone Project

Advisor Assistance

The capstone project is the end result of your own substantial research and original thinking. Its content and style will reflect on you, on the faculty member who guided your work, and on Shawnee State University.

An optional course to take Fall 2010 to begin working with your faculty advisor on the project is EDUC5509. EDUC5508 will be on the Spring 2011 schedule offering that same assistance. EDUC5508 is a required course for your program. Each course is one credit hour.

You should begin working with your project advisor **as soon as possible** in order to meet the submission deadlines and complete the work on time for spring graduation. It is your responsibility to make that initial advisor contact. Together with your advisor you will develop a timeline for the research and then

Institutional Research Board Application (IRB)

The IRB application **must** be used by students who propose to conduct research. The form should be completed and submitted to the project advisor for his/her approval then forwarded to the Provost for review by the Research Board.

The capstone project must be approved prior to beginning research. Your advisor can ensure

writing portions of the project so you can meet the Department's deadlines.

If you expect to graduate Spring 2011 and participate in the spring commencement ceremony, you should work closely with your advisor to complete the project in the timeline provided. If the project requires more time, arrangements can be made to continue through the summer and/or fall – including registering for EDUC5509 for one credit hour each semester as necessary to complete.

Working with an advisor is an important part of this process, **but it is incumbent on the student to be proactive about the process and his/her progress.**

that an electronic copy as well as a hard copy is provided to the Research Board.

An interactive Word version of the IRB is available on the M.Ed. web site at http://www.shawnee.edu/acad/te/master_of_education.html

A printable copy of the form is also available on the Provost's web site at <http://www.shawnee.edu/off/prov/index.html>

Deadlines

October-November, 2010

Submissions for Celebration of Scholarship are accepted

December 3, 2010

Petition to graduate if you plan to walk in spring commencement (even if you won't finish until summer)

March 11-13, 2011

34th Annual Appalachian Studies Conference @ ECU

March 13-20, 2011

Spring Break

March 22, 2011

Final Draft of Capstone Project Due to Advisor

April 7-8, 2011

Celebration of Scholarship

April 22, 2011

Paper returned to student for final edits

April 29, 2011

Petition to graduate if you plan to walk in fall commencement

May 3, 2011

Published Paper Due

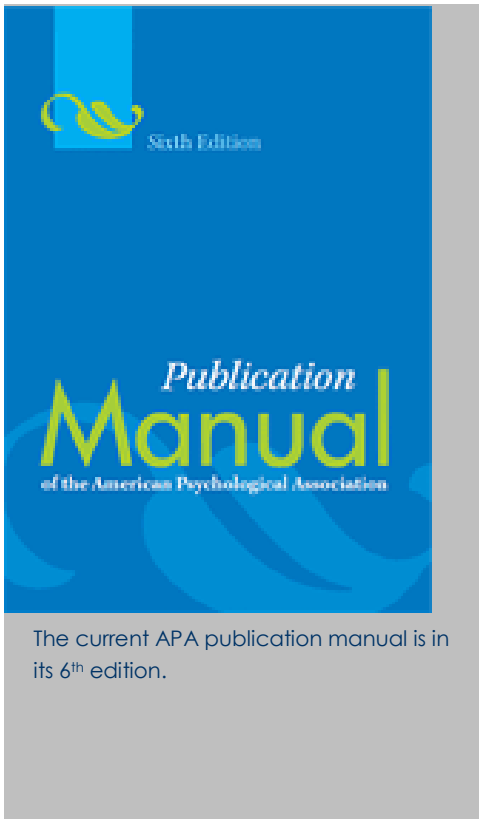
May 5, 2011

Graduation Celebration

May 7, 2011

Spring Commencement

"Research is formalized curiosity. It is poking and prying with a purpose."
Zora Neale Hurston



The current APA publication manual is in its 6th edition.

Working with APA style

The capstone project will be written in APA style using the most current version (6th Edition). General guidelines and specific SSU Department of Teacher Education requirements will be provided to students.

The rules of APA Style, detailed in the *Publication Manual of the American Psychological Association*, offer sound guidance for writing with simplicity, power, and concision. APA Style has been adapted by many disciplines and is used by writers around the world.

On the APA web site, you will find tutorials, FAQs, and other resources to help you improve your writing, master APA Style,

and learn the conventions of scholarly publishing. The official APA site is: <http://apastyle.org/>

The site also provides learning resources on bias-free language, ethics, grammar & usage, references, statistics and more.

There is also good information on using APA style on the Purdue Online Writing Lab site at: <http://owl.english.purdue.edu/owl/resource/560/01/>

Publishing Your Capstone Project

Researchers are expected to provide one printed and bound copy of the project to the advisor following the final editing (final bound paper is due May 3, 2011) as well as an electronic version. Specifications for printing and binding will be provided in the SSU Capstone Project Guidelines.

You should prepare your paper using Microsoft Word and then convert the document to PDF format for electronic submission.

Celebration of Scholarship

You are expected to make an oral presentation of your research at the Celebration of Scholarship event on campus April 7 or 8, 2011. Information will be distributed in EDCI6604 about the event and how to submit your paper for this conference.

The Celebration of Scholarship conference is advertised across campus and beyond and also includes presentations by undergraduates. Your advisor as well as other Department of Teacher Education faculty and staff will be in attendance.

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