Capstone Project

Working on your Project
Overview of Presentation

- Master’s Paper Formatting
- Submission
  - Submission Schedule
  - Components of 1\textsuperscript{st}, 2\textsuperscript{nd}, and 3\textsuperscript{rd} Submissions
- Sections of the Master’s Paper
- PPT Presentation
- Competency Self Assessment
Master’s Paper Formatting

- **No minimum page requirement**
  - Length should be based on project
  - Previous students’ papers averaged 20-30 pages in length

- **Formatting**
  - Use consistent, easy-to-read, professional font
    - Examples: Times New Roman (12 pt.) or Arial (11 pt.)
  - Include page numbers
    - Top or bottom of page, centered or right-justified
  - Identify title & author on each page (in header/footer)
Master’s Paper Submission

- **Iterative process**
  - Must submit sections of paper at least three times
    - To Faculty Advisor, Second Reader, and Program Coordinator
- **Deadlines are important**
  - Submission schedules are posted on website
    - Unless otherwise specified in their proposal, students are expected to follow the timeline outlined
  - Deadlines differ for each semester and circumstance
    - Graduating students enrolled in Spring have condensed timeline
    - Summer semester has severely condensed timeline
First Submission

- Outline
- Title page
- Introduction or background
  - May or may not include full literature review, depending on structure of paper
- Statement of purpose or research question(s)
  - May be included in intro/background or as separate section
- Methods
- References
  - Properly cited sources

Explanations of each section are provided in another presentation.
Second Submission

- Revised outline
- Revised first submission
- Literature review
  - If not incorporated into background or other previous section
- Results
- References
  - Properly cited sources
Third Submission

- Revised outline
- Revised first and second submissions
- Discussion
- Conclusion
- Abstract
- References
  - Properly cited sources
Sections of the Master’s Paper

- Outline
- Title Page
- Abstract
- Introduction
- Purpose Statement
- Literature review
- Methods
- Results
- Discussion
- Conclusion
- References
- Appendices

These sections are described in further detail in the next presentation: Sections of the Master’s Paper
PowerPoint Presentation

- Should provide overview of paper
- Document explaining guidelines is available
  - Direct link to PDF
- Samples of graduates’ presentations are also available
  - Graduates’ Capstone Projects webpage
    http://www.mcw.edu/mphprogram/CulminatingExperiences/CapstoneProject/GraduatesProjects.htm
  - Your presentation (along with your abstract) will be posted online, with your permission
Graduating Student Competency Self Assessment (CSA)

- Document on Capstone Project Forms webpage
  [http://www.mcw.edu/mphprogram/CulminatingExperiences/CapstoneProject/Forms.htm](http://www.mcw.edu/mphprogram/CulminatingExperiences/CapstoneProject/Forms.htm)

- Evaluate competencies achieved throughout entire MPH program
  - All MPH students should be competent in the listed areas by graduation
  - Competency can be attained through various means
    - Coursework
    - Independent study
    - Field Placement
    - Capstone Project
    - Professional experience
    - Personal experience
Graduating Student CSA (cont.)

- **Level of Competency**
  - Rank yourself as aware, knowledgeable, or expert
    - Definitions provided in instructions

- **Courses & Activities**
  - Which courses – and which specific activities within those courses – helped you achieve this competency?

- **Evidence**
  - If asked for proof of your competency, what could you provide?
    - Ex. papers, exams, assignments, activity descriptions, transcripts, resume, recommendations, etc.
Questions

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