Capstone Project

Working on your Project

Overview of Presentation

- Master's Paper Formatting
- Submission
  - Submission Schedule
  - Components of 1st, 2nd, and 3rd 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
    http://www.mcw.edu/FileLibrary/Groups/MPHProgram/PPTGuidelines.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

- 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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