

## **Alternatives to Capstone for Online Students**

Effective immediately, online program students can fulfill the Capstone requirement by:

- 1) Appearing on campus to take part in Capstone with their residential program classmates; or
- 2) Participating virtually in Capstone with their online program classmates via Adobe Connect, Skype, or another video conferencing service; or
- 3) Completing a thesis.

Online students must by the end of September in their final year notify the Director of the Online Program of their intention to take part in Capstone or to complete a thesis.

Students wishing to participate in Capstone must by the end of March in their final year notify the Director of the Online Program whether they will do so in person or virtually.

### **Thesis**

*Process.* Students who choose the thesis option will by the end of September in their final year identify a thesis advisor, who can be any full-time CSSW faculty member. No later than the end of October, thesis students will meet with their advisors to develop a thesis plan, which will be submitted for approval to the Director of the Online Program. The plan will specify the topic for the thesis, timeline for its completion, and expected product.

*Format.* Thesis projects will comprise original work completed solely by the student. The thesis will include a statement of the problem being examined, questions and hypotheses addressed in the project, a brief literature review, primary or secondary data collected in support of answering the questions and hypotheses, individual case material as appropriate, analyses of the data and case material, supporting tables and figures, and a discussion of lessons learned in the conduct of the thesis.

*Product.* Submitted no later than 1 month before graduation, the thesis product will take form as a written document, roughly 18 to 22 pages in length, double-spaced, and in APA format, or as a computer program, multimedia presentation, business plan, or another acceptable and preapproved product. If the product is not a written document or is in a form that does not lend itself to a scholarly document, a supplemental written document of not more than 5 pages will describe the problem being addressed and present a brief literature review, a rationale for and description of the product, and lessons learned during the thesis project.

*Posting of products.* Students will post their approved theses on Canvas in a thesis course site. The site will be accessible to faculty and graduating students, who will be encouraged to view and comment upon completed theses.

March 22, 2016  
CSSW Curriculum Committee