

FINAL HONORS PROJECT PROPOSAL

CREATIVE PERFORMANCE OR PRODUCTION

Proposals must be approved by the Honors Board before a student can register for HNRS495.

Students must submit their proposal to the chair of the Student Proposal Subcommittee by the following dates:

OCTOBER 15 – for course to be taken in the spring

APRIL 15 – for course to be taken in the fall

All proposals must include the following information:

- Proposal Cover Sheet – must be signed by student and advisor. THE PROPOSAL WILL NOT BE REVIEWED WITHOUT THE ADVISOR'S SIGNATURE.
- Introduction and Background
- Project Description and Method
- Schedule/Hours Breakdown
- Works Cited
- Preliminary Bibliography
- Faculty-Student Evaluation
- Completed IRB proposal if applicable. The IRB proposals for research involving human or animal subjects are located in Blackboard. Here are the instructions for self-enrolling to the IRB Organization:
 1. Log into Blackboard
 2. Click the "Organizations" tab at the top
 3. Type "IRB" into the organization search bar and click "Go"
 4. Find the correct organization on the page that you are looking for
 5. Click on the double drop-down arrow next to the organization name
 6. Click "Enroll"
 7. Click "Submit"

Please complete the following cover sheet and proposal.

FINALS HONORS PROJECT PROPOSAL COVER SHEET

To Be Completed by Student

Student and Project Information

Full Name: _____

ID Number: _____

Major(s) _____

College: _____

E-mail Address: _____

Project Advisor: _____

Honors Project Title: _____

If your research involves human or animal subjects, you may need to apply for IRB approval for your project.

To Be Completed by Student and Advisor

Student and Advisor Agreement

Students are expected to put their best work into their honors project. Faculty advisors are expected to guide students to produce their best work. Both jobs are time-consuming and must be carried out by students and faculty members working together in a disciplined way over a sustained period. Each person has responsibility to see that the necessary work is completed on time. Contacts should not be limited to chance meetings in the hall. A clear schedule of conferences should be set up for the year.

As the student's project advisor, you are expected to mentor him/her throughout the project by providing guidance for the preparation and completion of the project, by being available for periodic meetings and draft/performance reviews, and by remaining a source of encouragement and support for the student. Your signature below indicates that you agree to the responsibilities of a project advisor, and that you have approved the project proposal.

Advisor's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Honors Board Use

Date: _____ PROPOSAL APPROVED (_____ this proposal would make a fine example for other students)

Date: _____ PROPOSAL TO BE REVISED BY STUDENT

Date: _____ PROPOSAL NOT APPROVED

FINALS HONORS PROJECT PROPOSAL – CREATIVE PERFORMANCE OR PRODUCTION

Introduction and Background

1. What is the precise question or problem you are going to address in your creative process?
2. How did you arrive at your project idea? If your project grew out of your previous academic work, please describe how.
3. What have at least three other scholars said about the nature of your question or problem? Include proper citations. This can be a historical overview, theoretical overview, or technical overview. Include proper citations.
4. How does your project fit within a larger historical, theoretical or technical context?
5. What is the significance or importance of your project and how will it contribute to your learning?

Project Description and Method

1. What are the major concepts or themes you will address in your project?
2. Who is the audience your work is intended for?
3. What process or format will you follow or use to complete your project?
4. What research will aid you in the conceptual development and execution of your project? Cite specific sources.
5. What research will aid you in the technical development and execution of your project? Cite specific sources.
6. Do you have the appropriate knowledge and skills to execute your project? If not, how will you prepare yourself to undertake such a project?
7. What materials and resources are necessary to undertake this type of project?
8. Are the materials and resources readily available, and how do you plan to secure them?
9. Will you need to go through the Institutional Review Board (IRB) process? If so, please attach a copy of your IRB proposal at the end of your honors proposal.

Schedule/Hours Breakdown

List the dates by which you will complete the following aspects of the work on your project:

- Literature review:
- Gathering resources:
- Initial experimentation with materials and processes and/or planning:
- “Rough draft” of performance or product:
- Revision process:
- “Final draft” of performance or product:
- Presentation of creative performance or production:

Works Cited

Insert a list of works cited for your proposal.

Preliminary Bibliography

Insert a preliminary bibliography of books, journal articles, and other sources to demonstrate that you have done initial background research on your project topic.

Faculty-Student Evaluation:

Describe the process you and your project advisor have agreed upon for evaluating your project. Please be specific. Include rubrics as appropriate.

IRB Proposal:

If IRB approval is necessary for your research, please attach a copy of your IRB proposal at the end of your honors proposal