**Data Analytics Capstone Topic Approval Form**

*The guidelines for the Data Analytics Graduate Capstone course require a student to demonstrate the "application of academic and professional abilities developed as a graduate student. The capstone challenges students to integrate skills and knowledge from several program domains into one project." As a result, it is highly recommended that your topic* ***should resolve a current or perceived business problem.*** *As stated, you want to exemplify what you have learned in your MSDA program to showcase your skills. Remember, your research topic exemplifies scholarship and research at the highest level and is significant and helpful to potential employers in identifying your abilities. Your research will always be something you can look back on with pride. Finally, it is recommended for students to use publicly available data sets for transparency and external validity.*

*The purpose of this document is to help you clearly state the research question you will be exploring in your capstone project, your project’s scope, and your timeline in order to ensure that these align with your degree emphasis. Without clearly defining each of these areas, you will not have a complete and realistic overview of your project, and it cannot be accurately assessed whether your project will be acceptable for the purposes of these courses. Of course, if this a project that you have already completed at work or elsewhere, this should be easy to fill in! Many students do use a project they have already completed in the past year or two. In that case, you will write the proposal as if the project had not been done yet, and when you report on your project, you will use your complete after-implementation report. If you have not yet done your project, this document can help make sure the scope is within the acceptable range for this capstone. A course instructor will approve this form before submitting this task for evaluation. The task will not be evaluated without a course instructor’s signature. The course instructor may ask for additional information before approving the form.*

*Before submitting this form for approval, please remove all italicized directions in the form.*

***Please only submit a Topic Approval Form that has been signed by a course instructor for evaluation.***

**Student Name:** Click here to enter text.

**Student ID:** Click here to enter text.

**Capstone Project Name:** Click here to enter text.

**Project Topic**: Click here to enter text.

**X This project does not involve human subjects research and is exempt from WGU IRB review.**

**Research Question:** Click here to enter text.

**Hypothesis**: **Null hypothesis**-. **Alternate Hypothesis**-.

**Context:**

**Data:**

**Data Gathering:** *Describe the data-gathering methodology you will use to collect data.*

**Data Analytics Tools and Techniques**: *Identify the appropriate data-analysis technique you will use to analyze this data.*

**Justification of Tools/Techniques:** *Explain why the data-analysis technique you chose is an appropriate technique to analyze the data collected*.

**Project Outcomes**: *List the key anticipated project outcomes and deliverables in less than 500 words*.

**Projected Project End Date**:

**Sources**:

**Course Instructor Signature/Date:**

**Institutional Review Board Quiz and Approval**

Have you read and understood the “Human Subjects FAQ” page and completed the “Human Subjects FAQ Quiz” at the WGU Institutional Review Board (IRB) website? (<https://irb.wgu.edu/info/Pages/Home.aspx>)

Yes, I have read and understood the “Human Subjects FAQ” and have provided email proof of my completed quiz in appendix A. (<https://irb.wgu.edu/info/Pages/Human-Subjects-FAQ-Quiz.aspx>)

No, I have not completed the Human Subjects FAQ quiz.

Assess whether your capstone proposal complies with WGU’s IRB standards for exemption status. Explain why you believe the proposed project complies with the standards for exemption status. If it does not, make arrangements with a course mentor and the IRB for approval.

The research complies with WGU’s IRB exemption status because:

* Research involving the collection or study of freely available de-identified existing data
* Research that does not employ methodology on human subjects.

The research requires approval from WGU’s IRB because:

Yes, I would like to schedule a conference to discuss my project.

To be filled out by a course mentor:

The research is exempt from an IRB Review.

An IRB approval is in place (provide proof in appendix B).

Course Mentor’s Approval Status: Approved

Date: Click here to enter a date.

Reviewed by:

Comments: Click here to enter text.

