COMPETENCIES

**981.1.1** Capstone

The graduate integrates and synthesizes competencies from across the degree program, thereby demonstrating the ability to participate in and contribute value to the chosen professional field.

INTRODUCTION

In this task, you will organize ideas for your capstone project so you can create your project more efficiently. In order to start your work on the capstone project, you must discuss your ideas for the project with a course mentor. After you reach an agreement on the topic, you must fill out the top portion of the attached “Software Development Capstone Topic Approval Form” and send it to the course mentor, who must digitally sign it and lock it to prevent further changes to the document. The completed form signed by the course mentor must be uploaded together with the other documents required for this task.

It is the policy of Western Governors University (WGU) that student capstone projects should not be based on or include any proprietary or classified information. Capstone projects should not contain any material belonging to your employer or any other organization without permission. Such material belongs to this third party and is referred to as “restricted information,” which requires you to obtain the party’s permission to include the work. You must declare whether or not your capstone project is based on and/or includes restricted information as you submit the attached “Capstone Waivers.” This completed attachment gives you permission to use restricted information from a third party. The “Capstone Release Forms” must be digitally signed by you. The directions for attaching your digital signature to the document are provided in the Capstone Waiver/Release Instructions.

REQUIREMENTS

*Your submission must be your original work. No more than a combined total of 30% of the submission and no more than a 10% match to any one individual source can be directly quoted or closely paraphrased from sources, even if cited correctly. An originality report is provided when you submit your task that can be used as a guide.  
   
You must use the rubric to direct the creation of your submission because it provides detailed criteria that will be used to evaluate your work. Each requirement below may be evaluated by more than one rubric aspect. The rubric aspect titles may contain hyperlinks to relevant portions of the course.*

A.  Complete the attached “Topic Approval Form.”

B.  Complete the attached “Capstone Waivers” after choosing the option that applies to your capstone project and digitally signing it where applicable.  
  
*Note: More than one signature is required on the release forms.*

C.  Complete the tasks in the attached “IRB Form.”  Provide the email containing your completed “Human Subjects FAQ Quiz,” which demonstrates that you have read and understood the “Human Subjects FAQ.”  
  
*Note: If you would like your proposed project to have an institutional review board (IRB) review, make those arrangements with your course mentor and the IRB.*

D.  Acknowledge sources, using in-text citations and references, for content that is quoted, paraphrased, or summarized.

E.  Demonstrate professional communication in the content and presentation of your submission.

RUBRIC

1. Topic approval form: The completed “Topic Approval Form” is submitted, and the proposed software solution is original.
2. CAPSTONE RELEASE FORM: The completed “Capstone Release Form” is submitted and includes all required signatures.
3. IRB FORM: The tasks in the “IRB Form” are complete and an email with the completed IRB quiz is provided.
4. SOURCES: The submission includes in-text citations for sources that are properly quoted, paraphrased, or summarized and a reference list that accurately identifies the author, date, title, and source location as available.
5. PROFESSIONAL COMMUNICATION: Content reflects attention to detail, is organized, and focuses on the main ideas as prescribed in the task or chosen by the candidate. Terminology is pertinent, is used correctly, and effectively conveys the intended meaning. Mechanics, usage, and grammar promote accurate interpretation and understanding.