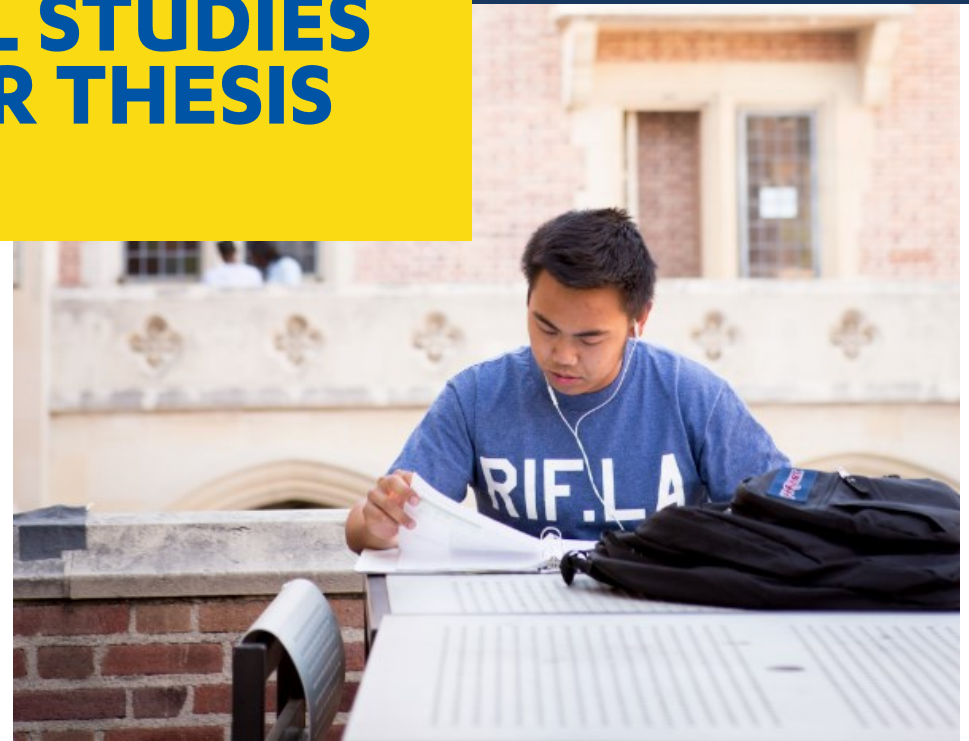


# **WRITING THE GLOBAL STUDIES SENIOR THESIS**



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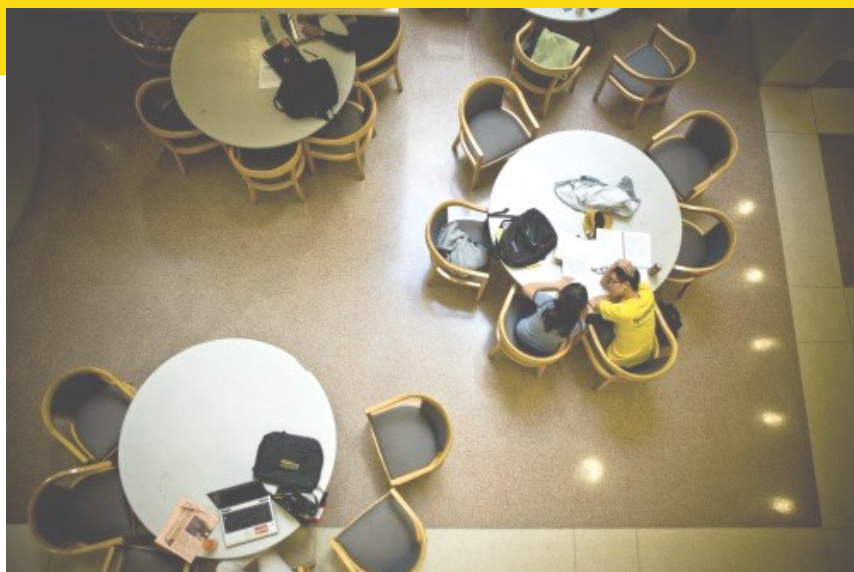
# Resources for Seniors

## 5 important things to know:

1. Final Thesis should be **35-50 pages** in length of text, double spaced (in addition to title page, bibliography, appendices, etc.)
2. Two quarters of independent research
3. Thesis must have a **globalization related topic** as the focal point
4. Advisor may come from **ANY department**. Seniors must secure an advisor by **Week 2 of Fall Quarter**.
5. Visit our website under: **"Senior Thesis" tab** for the most complete and updated information.

## Sample Theses

Available under "Senior Thesis" tab on our website. Click on "Outstanding Global Studies Theses."



## FOR QUESTIONS ABOUT:

## CONTACT:

## CONTACT INFO:

### Enrollment

Global Studies Advisors  
10274 & 10270  
Bunche Hall (10th floor)  
(Currently remote)

[idps@international.ucla.edu](mailto:idps@international.ucla.edu)

### Honors Credit

or

Schedule a [Zoom call](#)!

### Thesis Award

### Paper Content

Faculty Advisor

See "Finding & Interacting with Faculty Advisors" (Pg. 3)

### Research Assistance

Global Studies Librarian,  
Joseph Yue

[joseph.yue@library.ucla.edu](mailto:joseph.yue@library.ucla.edu)

## Research & Writing Assistance

### [WI+RE Modules & Tutorials](#)

### [Cornerstone Research Workshop Series](#)

### [Powell Library Inquiry Labs](#)

238 Powell Library

### [CPO Writing Success Program](#)

Student Activities Center Suite 105G

### [Undergraduate Writing Center](#)

Multiple locations

### [Undergraduate Research Center](#)

A334 Murphy Hall

# Thesis Timeline

## SPRING/SUMMER (JUNIOR YEAR)

- TOPIC:** **Narrow down** your topic before you approach faculty. For help, talk to the Global Studies Subject Librarian, or visit the Undergraduate Research Center
- ADVISOR:** **Identify and meet** with potential faculty advisors. It is crucial to identify **at least one** potential advisor who is able to work with you by the end of summer.

## WINTER

- WEEKLY** Meet with faculty advisor weekly to refine research and review progress.
- WEEK 3** Submit **5-page outline** via Turnitin. Must include introduction and main arguments.
- WEEK 10** Submit **draft** (20-30 pages including brief introduction) and **signed GBL ST 199B contract** to advising office.

## FALL

- WEEK 2** **Secure** a faculty advisor (must be in residence at UCLA for Winter and Spring). Have them submit the online [Faculty Form](#).
- WEEK 7** **Upload** signed GBL ST 199A contract and Global Studies Fall Senior Thesis Advising Form (located on GS 194 class page) to CCLE
- Finals Week** Submit Annotated Bibliography to Gbl St 194 instructor.

## SPRING

- WEEKLY** Meet with faculty advisor weekly to refine research and review progress.
- Confirm** preferred formatting style (MLA, APA, Chicago)
- WEEK 8** Apply for Senior Thesis Award (optional).
- WEEK 10** **Submit** a final hard copy of your thesis to your Faculty advisor for grading (**35-50 pages of text** *excluding title page, bibliography, appendices, etc.*) and to Turnitin by or before Friday of Week 10 (*confirm deadline with Faculty Advisor*)
- Finals Week** Create a [UCLA ONE](#) profile, and include thesis topic. Seek out opportunities to **present** and **publish** your thesis.
- \*NOTE:** *Final thesis must be submitted to instructor only. The advising office does not collect final theses.*

# Finding & Working with Faculty Advisors



## Did you know?

Your advisor doesn't need to teach Global Studies! They can come from any department.

It is best to approach a professor you have worked with before, but not necessary.

## FIND AN ADVISOR

**Narrow down your topic to issue and place.** Think about world issues you are interested in, **places you've visited**, family background.

**Use UCLA department homepages to find faculty that specialize on relevant subjects either thematically or regionally (or both).** E.g. if interested in Public Health issues in West Africa, visit the Public Health and African Studies websites to find potential mentors.

**Email the faculty you are interested in and request a Zoom meeting.** Be clear and professional. Express why you wish to work with them.

**For the meeting, prepare at least 5 readings and a research plan.** If they agree to work with you, ask for additional readings they recommend you do.

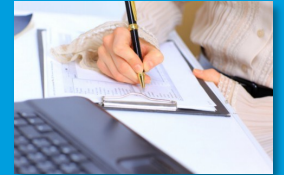
**If a faculty member cannot work with you,** be respectful of their decision, but consider asking for faculty referrals .

## WORKING WITH YOUR ADVISOR

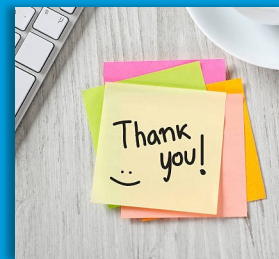
**Be prepared!** Be professional, punctual, well-organized, ready to give a brief update on recent progress, and to propose an agenda for the conversation. Schedule future meetings and expectations for the quarter on the first meeting.

**Don't be afraid to ask.** Your mentor wants to help you, but they don't always know what you want if you are not clear!

**Take notes.** Jot down ideas during and in between sessions. Capture the commitments that you made to your mentor so that you will be able to follow up appropriately.



**Follow up on agreements.** If you've committed to take action, make sure that you do so. It is discouraging for the advisor if you have made commitments that you do not act upon. You can also help the mentor keep their commitments by sending a brief thank you note after a session that also lists any agreed upon actions from either of you.



**Say "Thank you"!** Remember to say thank you and give appreciation for specific insights that have helped you. This information will let your mentor know more about what you value and how they are making a difference for you.

# 199A & 199B Contracts

## 1 | ACCESS THE CONTRACT

- From MyUCLA, select "Contract Course" under "Classes"
- Select Winter/Spring term
- Select Directed Research (199)
- Select Global Studies, then Global Studies (199A/B)

## 2 | FILL OUT THE CONTRACT

- Provide a short description of research project
- Add: "The faculty advisor will be in residence at UCLA and is available to regularly discuss progress on the thesis."
- For GS 199A, add: "At the completion of the term, I will produce a 25-30 page draft of the thesis."
- For GS 199B, add: "At the completion of the term, I will produce a 35-50 page thesis."

## 3 | OBTAIN SIGNATURES

- Ask faculty advisor to sign contract. Leave Department Chair's Signature blank.

## 4 | SUBMIT TO ENROLL

- **GS 199A:** Submit signed Course Contract to CCLE by Week 7 of Fall Quarter to enroll
- **GS 199B:** Submit signed Course Contract AND 25-30 page thesis draft to Global Studies Office by Finals Week of Winter Quarter

*Remember to check your study list to verify enrollment and avoid late adds and fees!*





# Presentation Opportunities & Honors

## PRESENTATION OPPORTUNITIES

[Going Global Conference](#) - Present your thesis at the International Institute's own conference that showcases undergraduate research on global topics!

[Undergraduate Research Week](#) - Create and present a poster, or apply to give an oral presentation.

## DEPARTMENTAL HONORS

Automatically awarded upon graduation if criteria is met. No application necessary.

	Honors	Highest Honors
<b>Major Requirements</b>	Complete all	Complete all
<b>Overall GPA</b>	3.25	3.5
<b>Major GPA</b>	3.5	3.75
<b>Thesis Grade</b>	At least A-	At least A

# FAQs

## ENROLLMENT

### How do I enroll in 199A and 199B? PLEASE EDIT

You need to create the contracts via MyUCLA to have signed by your advisor. Submit your 199A contract via CCLE by Week 7 of Fall. Submit your 199B contract to the Global Studies office by Week 10 of Winter. \*Additional documents are also required, please see Pg. 4 of this booklet.

### Can I enroll in 199A or 199B via UCLA extension?

Yes, unless you are an International Student. For more detailed instructions on how to do so please email the Global Studies Advising Office. Note that there are college restrictions on Dual Enrollment and no more than 10 of the last units taken before graduating can be taken through extension.

## FACULTY ADVISOR

### Can my mentor be a lecturer or visitor instructor?

Yes, however, students must email our office to receive approval.

### Can my mentor be from any department?

YES! Potential advisors can be selected from the *Global Studies Faculty Roster* (select the "Faculty" link from the Global Studies homepage) but other UCLA faculty members may be suitable, as long as they are willing to support the student's research interests.

### Does my mentor have to be on campus during the quarters he/she will be guiding me?

Yes, faculty advisors must be in residence at UCLA during the two-quarter Gbl St 199A/199B sequence (Winter and Spring Quarters).

## THESIS SUBMISSION

### What is the deadline to submit my final thesis?

Unless otherwise specified by your faculty advisor, the last day to submit a final copy of the thesis to your advisor is **Friday of the 10th week of Spring Quarter**. Your faculty advisor may be willing to accept a final copy during Finals Week, instead, so please do confirm the deadline with them. \*Note that the deadline for submitting the senior thesis for consideration for the Global Studies Senior Thesis Award is earlier than the above date. Refer to the Global Studies website for the deadline.

### Where do I submit my final thesis?

Your faculty advisor will be responsible for assigning you a grade for Gbl St 199B, which will signify the completion of your thesis. If you have an online portfolio, you are highly encouraged to post your senior thesis there, and include the link on your [UCLA ONE](#) profile.

The advising office does not collect theses from students.