**MCT 624 Thesis Fundamentals**

**MScSED Thesis Proposal Requirements**

**and Rubric**

Writing your Thesis Proposal is Step 4 in the “Steps in the Entire Thesis Process” in which you conduct your initial secondary research. Your Thesis Proposal is one of the key deliverable of this Thesis Fundamentals module/course and is an extension of your idea paper. Elements of the Thesis Proposal include the thesis statement, the scope of the project, research methodologies to be used, completion criteria, and your project plan for completing your Thesis Paper. See the list of required elements below.

**Project Plan**

One of the most powerful tools you can use to succeed in your MScSED Thesis efforts is an effective project plan. ***In Week 7 you will develop a project plan, and add it to your Thesis Proposal.***

**Approvals Required**

Both your Thesis advisor and the faculty of record for this course must approve your Thesis Proposal. Your Thesis advisor and faculty of record will assess each of the elements in the rubric below to insure you are ready to begin your Thesis paper research. Plan ahead and check with your Thesis Advisor for review dates to allow for several iterations, as needed.

**Required elements of the Thesis Proposal**

Note that the Thesis Proposal is written in the *future tense*, as it proposes what you *will do* in your thesis study.

* Cover page
* Thesis Title
* Thesis Statement
* Scope and Significance of Research
* Methodology Selection
* Success Criteria for Thesis completion
* Project Plan (complete in Week 7)
* References
* Appendices, as appropriate
* APA style and formatting including page numbers

**Thesis Proposal Rubric**

*Refer to the Thesis Proposal Rubric below to guide you as you develop your Thesis Proposal and to provide feedback for your Peer Review of drafts or revisions.*

**Peer Reviews of Thesis Proposals**

Peer Reviews are valuable for both you and your peers as your provide constructive critiques and learn from each other. In Weeks 6 and 8 you will provide feedback and comments to your peers in a timely manner.

1. **Peer Reviews**

Post your Thesis Proposal draft to the Discussion Forum/thread titled for this activity. Your task is to review at least one (or as directed by your facilitator) of your peer’s Thesis Proposal drafts providing constructive feedback, questions, or comments in a timely manner. Please be courteous to your peers by conscientiously respecting peer review due dates. Your facilitator will take into consideration the quality and timeliness of your Peer Reviews.

Select a peers’ thesis proposal to review and identify yourself with a Reply that you are reviewing the proposal. If someone else has already identified that they are review the proposal, please select a different proposal to peer review.

Refer to the rubric in the Thesis Proposal Requirements and Rubric document to guide your Thesis Proposal peer reviews. Post your feedback along with the thesis proposal rubric as a Reply to the proposal that you peer reviewed.

1. **Peer Feedback – Evaluation of Quality and Timeliness**

Evaluate the feedback and comments that you received from *each* of your Peer Reviewers using the criteria in the table below. Submit one file containing all of the peer feedback evaluations.

* Copy and paste the table below for each of the peer’s you received feedback from into one file.
* Submit your evaluation of the feedback you received in the Dropbox titled for this activity. The evaluation of your peers’ feedback will be kept confidential.

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Fill in the bolded text boxes below.

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| --- | --- | --- |
| 1. **Your Name** 2. **Date You Posted to Discussion Forum for Peer Review** | 1. **Peer Reviewer’s Name** 2. **Date You Received (their) Peer Review** | |
| Thesis Proposal Draft Peer Review Criteria | Mark or highlight the applicable items below. | |
| Timeliness  Received constructive feedback, questions, and comments in a timely manner. | **Yes** | **No** |
| Quality of Feedback  Received detailed and constructive feedback with enough information that I could learn from or take action for my revision. | **Yes** | **No** |
| If you select No, please provide details to explain why. For example, the feedback was 2 days late, or feedback did not provide me with enough information or details for me to take action for my revision.  **Comments:** | | |

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**Due Dates**

*Important: Your facilitator will provide due dates for the Peer Reviews***.** However, you will want to refer to the syllabus for general guidance on due dates so that you can plan ahead. Also, work with your Thesis Advisor for due dates to allow for several iterations, as needed.

**Submission**

In Week 8 you will make any changes needed based on the feedback you received from your Thesis Advisor, Peer Review feedback, and facilitator. To consider your complete Thesis Proposal complete, you will need the ***two required items required as follows***:

1. Thesis Advisor’s response that your Thesis Proposal has been approved. This response may be an email sent to ***you and your facilitator*** indicating approval of your Thesis Proposal.

**IMPORTANT: If your Thesis Advisor does not approve your Thesis Proposal, immediately contact your facilitator for guidance.**

1. Submit your final Thesis Proposal to the Dropbox titled for this activity. Check with your facilitator for due date.

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**Thesis Proposal Rubric**

*Important: Use the rubric below to guide you as you develop your Thesis Proposal and to provide feedback for your Peer Review of drafts or revisions.*

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| --- | --- | --- | --- | --- |
|  | **Pass** | | **No Pass** | |
| **Criteria** | **Exemplary** | **Satisfactory** | **Poor** | **Unacceptable** |
| **Thesis Title** | Clearly identifies Thesis research focus. | Identifies Thesis research focus. | Poorly identifies the Thesis research focus. | Missing or incomplete. |
| **Thesis Statement** | Appears at the beginning of the Thesis proposal.  Clearly states the research question or problem.  An assertion that can be proven or disproven. | Appears at the beginning of the Thesis proposal.  State the research question or problem.  An assertion that can be proven or disproven but needs some clarity. | Not prominent/ does not appear at the beginning of the Thesis proposal.  Does not adequately state the research question or problem.  An assertion that is unclear and/or cannot be proven or disproven. | Missing or incomplete.  Does not state the research question or problem.  Does not articulate an assertion. |
| **Scope and Significance of Research** | Clearly explains the scope, context and value added to IT industry. | Explains the scope and context, but clarity needed to establish the value added to IT industry. | Does not adequately explain the scope, context, and value added to IT industry. | Missing or incomplete.  Does not explain the scope, context, and value added to IT industry. |
| **Methodology Selection** | Defines and clearly identifies research method, questions, objectives and hypotheses. | Defines and identifies research method, questions, objectives and hypotheses but more clarity is needed. | Does not adequately define and identify research method, questions, objectives and hypotheses. | Missing or incomplete.  Does not define and identify research method, questions, objectives and hypotheses. |
| **Success Criteria for Thesis completion** | Clearly states criteria, is realistic and measurable. | States criteria, is realistic.  Needs more explanation on how to measure. | Poorly stated and/or not realistic.  Needs more explanation on how to measure. | Missing or incomplete.  Poorly stated and/or not realistic.  No explanation on how to measure. |
| **Thesis**  **Project Plan** | Identifies all critical tasks, deliverables and completion dates.  Communicates progress and any difficulties effectively. | Identifies most critical tasks, deliverables and completion dates.  Communicates progress and any difficulties effectively. | Minimally identifies critical tasks, deliverables and completion dates.  Does not communicate progress and any difficulties effectively. | Project plan is missing and/or incomplete.  Does not identify critical tasks, deliverables and completion dates.  Does not communicate progress and any difficulties effectively. |

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| **Coherence**  Language & Writing Style (APA) | Writing style is clear and concise.  No errors in grammar or writing mechanics. | Writing style is satisfactory.  One or two errors in grammar or writing mechanics. | Lack of coherence detracts from readability.  Minor grammatical or writing errors. | Difficult to read, hard to follow.  Many grammatical or writing errors. |