Senior Honors Project Student Instructions

Begin thinking about a topic. Gather your thoughts about what sorts of topics would be interesting to you. Talk to fellow students and your professors to hone your ideas. Review examples of past Senior Honors Projects in your field by consulting with an Honors Adviser.

Find a Faculty Director to supervise your project. After you have a sense of what you would like to do, identify a faculty member in your major department whom you would like to work with and discuss your topic(s) with that person. If that faculty member agrees to supervise your Senior Honors Project, you can then begin refining your thinking about your topic.

Choose the course or other sponsored activity in which you will do your Senior Honors Project. The most common choice is via the course HSS 490, but it may be possible to do your Senior Honors Project in your department's Honors independent study course (XXX 493) or through the support of an Undergraduate Research Assistantship. Note, however, if you choose this last option, you must also submit an HSS 490 independent study proposal that incorporates your research project in order to receive academic credit for your Senior Honors Project. Please note that in many departments, the Senior Honors Project takes two semesters. Talk to your departmental Honors Liaison early on to make sure you understand the requirements for Disciplinary Honors in your major.

Substantive Requirements for the Senior Honors Project: The Senior Honors Project is the capstone experience for the student pursuing Disciplinary Honors. It is conducted under the supervision of one or more faculty in the student's major. Senior Honors Projects can take a variety of forms — a paper, a performance, a scientific experiment, a demonstration, a product. Whatever its form, the Project must have a written component, it should employ scholarship and methods employed normally in the student's discipline, and it should make a significant contribution to a body of knowledge.

Topics, methods of investigation, and modes of presentation vary from discipline to discipline. Typically, students announce a problem that they wish to solve, survey background information to define and explain the problem, and present evidence and reasoning in support of a thesis or hypothesis. The student's work culminates in an original essay, an annotated creative work or performance, a scientific experiment or report, or a product.

The length of Projects depends on the topic and discipline. A Project in the humanities could be a paper of 30 to 50 pages, whereas the written part of a Project in the sciences or performing arts could be considerably shorter. The Project can focus on any topic of the student's and faculty supervisor's choosing. For majors that require a Senior Capstone, students may expand their Capstone to create their Senior Honors Project, but this should be a significant expansion upon the Capstone. Senior Honors Projects must be supervised and approved by a UNCG faculty member from a department in which the subject under consideration is taught.

Fill out the Senior Honors Project Proposal Form (pages 5 & 6 of bundle), being sure to attach the required description. The proposal should include the title and a detailed description of the project, including what you will turn into the Honors College as the final product of your project. It should also include a beginning bibliography that demonstrates your familiarity with the topic and the scholarly literature associated with it. There are strict deadlines that must be met for submitting a proposal and completing the project. THE SENIOR HONORS PROJECT PROPOSAL MUST BE SUBMITTED AND FULLY APPROVED PRIOR TO BEGINNING WORK ON THE PROJECT. If you proceed with the Project without formal approval of your proposal, you run the risk of not receiving credit for your work.

Keep one copy of your proposal for your own records; give another copy to the Honors Liaison in the department in which you are conducting the Senior Honors Project, and turn in the original to the Honors College office. The purpose of the proposal is to demonstrate that you have a well-defined topic and a good idea of the process that will be required to complete the Project.
Senior Honors Project Instructions continued

Receive Notification of Approval. Within 1-2 weeks of the receipt of your proposal by the Lloyd International Honors College office, you and your faculty director will be notified by email of the Disciplinary Honors Director’s approval or disapproval of your proposal. If you have not received a response within two weeks of submission, please contact the Honors office to be sure it was received. It is fully your responsibility to be sure all submissions and paperwork have been received by the Honors office.

Do the work. It is your responsibility to keep your faculty director informed of your progress in line with the schedule of consultation you described in your original proposal. In completing your Project, remember that the evaluation of your Project rests with your faculty director and the faculty director’s department.

Document your work. At the end of the semester, ask your faculty director to sign a completed Notice of Completion for your Senior Honors Project. It is your responsibility to ensure that your work is in to your Faculty Director with enough time for them to submit the Notice of Completion form to the Honors College by 5 p.m. by the appropriate deadline. In order to receive Honors credit, you must complete the course as outlined in the proposal and receive a grade of B or better in the course (a B- or lower will result in no Honors credit received).

Complete your LIHC Application for Graduation. If you are graduating this semester, see page 9 of the bundle. Please note the deadlines of September 5th for December 2014 graduation and January 30th for May 2015 graduation.

Submit a Notice of Completion form. The Notice of Completion form (page 7 of bundle) and a copy of your Senior Honors Project must be in to the Honors College:

- April 14, 2015 for students graduating at the end of the Spring 2015 semester or
- April 28, 2015 for students not graduating at the end of the Spring 2014 semester.

Examples of Senior Honors Projects

Lloyd International Honors College maintains a file of Senior Honors Projects. Previous students have said that reading through examples of previous years' projects helped them immensely. We would be happy to talk with you about your Senior Honors Project. Here are a few examples of past Senior Honors Projects:

- "Multi-Culturalism in the Choral Music of Dave Brubeck" (Music)
- "Factors Affecting the Postpartum Mother's Decision Regarding Rooming-in with the Infant" (Nursing)
- "Othello's Desdemona: An Exploration of the Actor's Approach to Shakespearean Performance" (Theater)
- "Effects of Nonpharmacologic Pain Relief in Acutely Ill Children" (Nursing)
- "Jesse Daniel Ames and the Women of the Association of Southern Women for the Prevention of Lynching" (History)
- "U. S. Foreign Aid Policy: Change or Continuity in the Post-Cold War Era" (Political Science)
- "German Romantic Historians: Interpreting the Past through Science and Faith" (History)
- "Vinlogous Cope Rearrangement in a Barbaralyl System" (Chemistry)
- "The Mystique of Perfect Love: Father-Daughter Conflict in Verdi's Operas" (English)
- "BVRI Photometry of Supernovae (SNe) 1999 dq, 1999 el, and 1999 eb" (Astronomy)
- "Teaching Clarinet Through the Theory of Multiple Intelligences" (Music)

You may find more examples of completed Senior Honors Projects on the LIHC Organization Blackboard Page.
Senior Honors Project
Faculty Instructions

Note: Students – Please provide your professor with these instructions

Supervising a Senior Honors Project: Projects must be supervised and approved by a UNCG faculty member from a department in which the subject under consideration is taught. Graduate students may not supervise a Senior Honors Project. Some departments only allow permanent full-time faculty to supervise a Senior Honors Project. If you are a visiting professor or an adjunct, please talk to your department’s Honors Liaison for approval.

Submitting the Senior Honors Project: Before submitting the Senior Honors Project to the Honors College, it must be approved by the departmental Honors Liaison (page 6). Once the Senior Honors Project is submitted to the Honors College, it will be reviewed for approval by the Director of Disciplinary Honors. Any questions the Director of Disciplinary Honors may have about the Senior Honors Project during the review process may be directed to you or your student. To speed approval, please be sure that your student follows all instructions on pages 1-2. Specific questions about the Senior Honors Project may be directed to the Director of Disciplinary Honors, Dr. Angela Bolte (akbolte@uncg.edu) or 334-4734.

Undergraduate Research Assistantship: Students may complete the Senior Honors Project via an Undergraduate Research Assistantship. If students choose this option, they must also submit an HSS 490 Honors Independent Study proposal that incorporates their research project in order to receive academic credit for their Senior Honors Project.

Senior Capstones and the Senior Honors Project: For majors that require a Senior Capstone, students may expand their Capstone to create their Senior Honors Project, but this should be a significant expansion upon the Capstone.

Notice of Completion Form: Students are required to submit a Notice of Completion form (page 7) to the Honors College signed by you, the faculty member. For December 2014 Graduates, these Notice of Completion forms are due two weeks before the last day of classes. For all other students, these Notice of Completion forms are due the last day of classes.

Grading: A grade must be submitted to the Honors College with the Notice of Completion Form (page 7) for all students completing either HSS 490 or XXX 493. To receive Honors credit for the Senior Honors Project, the student must receive at least a B in the course. All grades in XXX 493 will be verified via Genie once they are submitted to the University. All grades for HSS 490 will be submitted to the University by the Dean of the Honors College.
Checklist for Senior Honors Project

Please include this sheet with your Senior Honors Project Proposal

Review All Instructions

Find a Faculty Director to Supervise Project (provide faculty instructions on pg 3)

Register for HSS 490 or XXX-493

Complete Project Proposal
(This includes a 4-10 page project description, which should include: intended project output, including the written component, and a beginning bibliography.)

Obtain Faculty & Liaison Signatures

Discuss Completion Process & Review Deadlines

Submit Project Proposal Within the First Two Weeks of Class

Student Signature: ______________________________

Date: __________________
Senior Honors Project Proposal

Students who do not turn in the completed Proposal form by January 26, 2015 will be dropped from this course.

STUDENT INFORMATION

Have you been accepted into Lloyd International Honors College’s Disciplinary Honors Program?
☐ Yes    ☐ No    ☐ I have applied and am awaiting a response.

Name (please print) ___________________________________ ID Number __________________________

Email ___________________________________ Completing Disciplinary Honors in __________________________

Currently enrolled in the following Honors Courses (list all):
_________________________________________________________________________________________________
_________________________________________________________________________________________________

Courses completed in Honors (list all):
_________________________________________________________________________________________________
_________________________________________________________________________________________________

Expected date of graduation:
December ________ (year)    May _____________ (year)    August ___________ (year)

SENIOR HONORS PROJECT INFORMATION

Project Title* (attach a 4-10 page description, in addition to a bibliography, including a description of all intended project output including the written component):
_________________________________________________________________________________________________
_________________________________________________________________________________________________

*If changes are made to your Senior Honors Project title, please notify the Honors Academic Adviser as soon as possible.

Semester & Year Senior Honors Project will be completed: ______________________________

Course/activity in which this Project will be done:
☐ HSS 490
☐ XXX-493 in the Department of _______________ for Senior Honors Project
   (If you are completing XXX-493 as an Independent Study, in preparation for Senior Honors Project, you do not need to submit this form.)
☐ Undergraduate Research Assistantship    ☐ Other (please explain): ______________________________

Faculty Director ___________________________ Department ________________________________

Email ___________________________________

PERMISSION TO SHARE

Do you give permission for Lloyd International Honors College to share this proposal via photocopy and/or electronically with others as an example of what a Senior Honors Project Proposal looks like?

☐ Yes    ☐ No
Senior Honors Project Proposal

Instructor & Student Approval

We have read the attached description of the Senior Honors Project and agree to its terms.

____________________________________________ Date___________
Student (signature)

____________________________________________ Date___________
Faculty Director (signature)

For the Honors Liaison

Please review this Senior Honors Project Proposal and note your evaluation below.

I have read the attached description of the proposed Senior Honors Project and find that it (please check one of the following):

□ meet the standards for a Senior Honors Project in my Department/Program. (Please feel free to include any comments, concerns, or suggestions that you might have on a separate sheet.)

□ does NOT meet the standards for a Senior Honors Project in my Department/Program. (Please, on a separate sheet, include an explanation of your concerns and/or suggestions for improvements so that this Senior Honors Project Proposal might meet the standards for a Senior Honors Project in your Department/Program.)

Honors Liaison (signature) 
Date

LIHC Approval

Director of Disciplinary Honors (signature) Date

Notes:

____________________________________________________________
Senior Honors Project Notice of Completion

Instructions for submission: Upon completion of the Senior Honors Project (SHP), the Project’s Faculty Director must sign this completed form to confirm completion of this project. **THIS FORM AND THE SENIOR HONORS PROJECT MUST BE TURNED IN TO THE HONORS COLLEGE BY 5PM ON THE APPROPRIATE DEADLINE:**

- April 14, 2015 for students **graduating** at the end of the Spring 2015 semester
- April 28, 2015 for students **not graduating** at the end of the Spring 2015 semester

STUDENT INFORMATION

Name (please print)______________________________________________________________________

UNCG Student ID Number __________________________ Student Email ____________________

SENIOR HONORS PROJECT INFORMATION

Project Title:
____________________________________________________

Semester & Year __________________________

Faculty Director ____________________________ Department __________________________

Course/activity in which this Senior Honors Project took place:

☐ HSS 490 with a grade of ________.
   *Grade will be submitted by Honors College.*

☐ XXX 493 with a grade of ________ in the Department of __________________________
   *Grade should be submitted by the Faculty Director for XXX 493.*

☐ Undergraduate Research Assistantship ☐ Other (please explain):_____________________

PERMISSION TO SHARE

Has the student elected to fill out the permission on page 8 for Lloyd International Honors College to archive this Senior Honors Project via the UNCG Libraries? ☐ Yes ☐ No

FACULTY APPROVAL

The above student has completed this Senior Honors Project and I have assigned the final grade.

__________________________________________  ________________
Faculty Director (signature)                Date
Instructions: If you would like your Senior Honors Project (SHP) to be archived and made publically available by the UNCG Libraries, please do the following three things: (1) Fill out the information below, sign, and return with your SHP Completion form. (2) Send a PDF version of your Senior Honors Project to: dhonors@uncg.edu. (3) Please also fill out the information requested in the following link: http://goo.gl/g1FwMQ. All 3 items are due with the SHP Completion Form.

Senior Honors Projects will be archived in NC DOCKS, UNCG’s institutional repository, which showcases scholarship from UNCG students and faculty. More information about NC DOCKS can be found at: http://libres.uncg.edu/ir/uncg/

Student Name: ___________________________________________________________ Student ID#: __________________________

Address: ____________________________________________________________________ Phone: ______________________

Email: ______________________________________________________________________

Document Title: ____________________________________________________________

__________________________________________________________________________

Student Agreement:

I hereby grant to The University of North Carolina at Greensboro and its agents the non-exclusive license to archive and make accessible my Senior Honors Project in whole or in part in all forms of media, now or hereafter known, and I hereby give my consent under the Family Education Records Privacy Act for the unrestricted publication of my Senior Honors Project.

Additionally, I understand and agree that, as a condition of enrollment, UNCG retains a shop right* to use all student works generated in the course of their academic work at the University, including my Senior Honors Project. Except as previously specified, I retain ownership rights to the copyright of the project. I also retain the right to use in future works (such as articles or books) all or part of this project.

In addition to the unrestricted display of the abstract and bibliographic information, I agree that the above mentioned document be placed in the archive with the following status:

☐ Release the entire work immediately for access worldwide.

The signature below indicates my agreement to abide by the statements above.

Signature of Student: __________________________________________________________ Date: ___________________________

*Shop right means a nonexclusive, nontransferable, royalty-free license to reproduce, distribute, publicly perform, publicly display, or make derivative works of the copyrighted work, for educational or research purposes only. – From the UNCG Copyright Ownership and Use Policy.
Application for Graduation 2014 - 2015

To ensure that the Honors College office knows which honors students will graduate each semester, all candidates for graduation must submit this form. This form DOES NOT REPLACE the University’s application for graduation. In order to receive the Honors notation on your transcript (as well as special designation in the Commencement program), this form is due to the Honors College no later than September 5th for December 2014 graduation or January 30th for May 2015 graduation.

Student Information

Expected Date of Graduation: Month ____________ Year_________________

Name (please print)_________________________________ ID# ________________________________

Email ___________________________ Phone Number __________________

Current Address
(Number and Street or P.O. Box) ____________________________ (City, State and Zip) ________

Permanent Address
(Number and Street or P.O. Box) ____________________________ (City, State and Zip) ________

Honors College Course Information

Program(s) in which you are enrolled: □ International Honors □ Disciplinary Honors

Major(s) ____________________________________________

List below all Honors courses you HAVE COMPLETED and/or are CURRENTLY IN PROGRESS with:

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

International Honors (Additional requirements)

Study Abroad: Semester ___________________ Country ____________ Program/School____________________

Completed HSS 299: □ Yes □ No □ In progress this semester

Foreign Language Completed (intermediate level) : ________________________________

Disciplinary Honors (required)

Completing Disciplinary Honors in ________________________________

Project title____________________________________________________________________________

Department _______________________________ Course Number _____________ Faculty Adviser_________

Signature________________________________________ Date______________________________

This form is used for the graduation audit process. Completion of this form does not confirm the Honors designation on your transcript.