



# CEP 462: Capstone Course

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Spring 2021, MW 8:30 - 10:20 am

Zoom link: <https://washington.zoom.us/j/98665598247>

## Course Description

The word capstone has two meanings. It is a finishing stone that sits on the top of a wall or building and, more metaphorically, it is a culmination or crowning achievement. Both definitions point to some common themes:

- The capstone is an *end point*; it is a destination, the final stage of a process.
- It is an *edge*, separating all that comes before from what lies beyond.
- it is a *marker* that brings attention to itself, as well as what it rests upon.
- It is an *aesthetic statement*; a demonstration of perfection, beauty.
- It is *lofty*, high, above the reach of the ordinary.

As we move through this last quarter of CEP, we should keep these themes in mind. Our objective is to move towards completion, to reflect upon and celebrate the work that we have done in CEP and beyond, and to prepare for the work and life that will come after this course and your time at the UW.

This is an exciting quarter but also, historically, a stressful quarter. There is lots of work to do, but there is also worry about the big changes in front of us. We want to acknowledge this anxiety, and also recognize that the burdens on students are higher than ever. As instructors we will work with you to ensure that you are successful in this class and to address any challenges you're dealing with. If you are feeling overwhelmed, anxious, depressed, or unmotivated, or if you are struggling with urgent problems that take you away from your school work, please let us know as soon as possible. It's important for us to know what's happening in your lives so that we can adjust our teaching. But even more than that, we can often help to make things better.

The strength of CEP has always been the community, and that is truer now more than ever. As seniors, you all know each other well. Two years together has revealed your different personalities, work habits, and idiosyncrasies, as well as your strengths and passions. You now have a pretty good sense of how to successfully work together. We're going to draw heavily on this knowledge this quarter and rely on ourselves, as a community, to ensure that first and foremost we are all supported during these stressful times, and second, that we all get our work done and make it across the finish line. I am depending on all of us to show patience, kindness, and understanding with one another and ourselves, but also to be encouraging and to ensure that we hold ourselves to standards we can be proud of.

## Course Outcomes

1. Complete your senior project and other assignments required to graduate
2. Wrap-up and reflect on your time in CEP and at the UW
3. Prepare for your transition out of college and into the world

## Assignments

This is a fairly straightforward quarter with no superfluous work. There are no texts or exams. No extra assignments that are not directly linked to a core graduation requirement. Everything in this class is designed to do one thing: help you finish the required work so that you can graduate on time. To that end, here are the products you will need to complete to graduate:

Task	Due Date	Points
Task 1: SP Work Plan	Wednesday, March 31, 11:59PM	5
Task 2: Concept Video	Sunday, April 4, 6PM	5
Task 3: Storyboard	Sunday, April 11, 6PM	5
Task 4: Research Video	Sunday, April 18, 6PM	5
Task 5: Rough Cut	Sunday, April 25, 6PM	15
Task 6: Ad Poster	Sunday, May 9, 6PM	5
Task 7: Final Video & Prez	Wednesday, May 12, 11:59PM	50
Task 8: Final SP Write-Up	Sunday, June 6, 6PM	50
Task 9: E-Portfolio	Sunday, June 6, 6PM	50
Task 10: Participation	Sunday, June 6, 6PM	10
<b>TOTAL</b>		<b>200</b>

You get credit for this course when you've finished and turned in the required assignments.

**NOTE: IF YOU DO NOT COMPLETE AND PRESENT YOUR FINAL VIDEO, COMPLETE YOUR FINAL SENIOR PROJECT WRITE-UP, AND COMPLETE YOUR E-PORTFOLIO AND THE NECESSARY CONTENTS, YOU WILL NOT GRADUATE. THERE ARE NO EXCEPTIONS.**

## Grading

Informal assessment will be around us all the time in the form of feedback from the instructors, feedback from peers and panelists, and reactions by family and friends. Formal assessment, on the other hand, will be conducted by the instructors and final grades tallied at the end of the quarter. Each task is assigned a certain number of points (see the chart above) with a possible maximum score of 200 points for the quarter. Your total number of points will be converted to a 4.0 scale at the end of the quarter using a slightly curved grading scale that is weighted to account for the demanding nature of this course.

## Your Role

As in all CEP classes, the success of this course is impacted greatly by the actions of the students. If you work diligently on your work, come to class and assist your peers, take part in discussions and sharing sessions, ask questions and look for solutions, and generally give as you receive, then this will be a great class. On the other hand, if you drop away from the class or work, then the class will be less fulfilling - for you and everyone else.

Unlike many CEP classes, this course does not rely upon student facilitators, though from time to time we may ask for some to help with an activity. In an effort to streamline the class and reduce the burden on students, the instructors will assume most of the class management work. While missing one last opportunity to facilitate may result in some loss to your learning, we feel like the reduction in student stress and the increase in time to do your own work offsets these losses. If, however, you truly would like to facilitate a session, please let us know and we can assign you a date.

## Our Role

We often say in CEP that "we make the road by walking". This is especially true this quarter. This is the last mile of your journey through CEP, and it is your mile to walk. We will show you where the finish line is and tell you when you've crossed it. But how you get yourself to the finish line is up to you. We will be doing very little formal teaching (though there will be some). Instead, our role is to serve as coaches, advisers, sounding boards, listeners, guides, facilitators, and, from time to time, cajolers, therapists, encouragers, and spirit-lifters. We also hold the stopwatch and will be letting you know if you're on pace or not.

This means that the best way to use us is to **use us**. Come to us for questions or opinions. Seek our advice. Let us know how you're doing and what you need. If you are stuck we will help get you unstuck; if you are burned out, we will help motivate you. We have set up this class so there is lots of time for you to meet with us. Take advantage of that. As a rule of thumb, you probably want to check in with one of us *at least* twice this quarter.

As a side note, remember that Megan is a graduate of CEP. She has been through this herself and knows exactly what it feels like. She has also mentored several CEP classes since she graduated. And Christopher has been teaching in CEP - and this class in particular - for over 20 years. He has LITERALLY been advising students of all sorts on Senior Projects since most of the people in this class were born (that's roughly 400 senior projects)! He's even won a university-wide mentorship award. So between Megan and Christopher, they know exactly what they are doing and how to help. Never hesitate to ask, no matter how embarrassed you might be or how tendential the question.

## Calendar

Week	Monday	Wednesday	Homework
Week 1: March 29 - April 4	<ul style="list-style-type: none"> <li>Welcome</li> <li>Course Overview</li> <li>Work Plans</li> </ul>	<ul style="list-style-type: none"> <li>Creating a Concept Video</li> <li>Review Work Plans</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Task 1: Work Plan Due March 31</li> <li>Task 2: Concept Video Due April 4</li> </ul>
Week 2: April 5 - April 11	<ul style="list-style-type: none"> <li>Review Concept Videos</li> <li>Creating a Storyboard</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Final Senior Project Write-Up</li> <li>Q&amp;A</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Task 3: Storyboard Due April 11</li> </ul>
Week 3: April 12 - April 18	<ul style="list-style-type: none"> <li>Review Storyboards</li> <li>Creating a Research Video</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>E-Portfolios</li> <li>Q&amp;A</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Task 4: Research Video Due April 18</li> </ul>
Week 4: April 29 - April 25	<ul style="list-style-type: none"> <li>Review Research Videos</li> <li>Creating a Rough Cut</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Reflective Essays</li> <li>Q&amp;A</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Task 5: Rough Cut Due April 25</li> </ul>
Week 5: April 26 - May 2	<ul style="list-style-type: none"> <li>Review Rough Cuts</li> <li>Creating your Ad Poster</li> <li>AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>Final Video Overview</li> <li>Q&amp;A</li> <li>AG Work Time</li> </ul>	
Week 6: May 3 - May 9	<ul style="list-style-type: none"> <li>Final Video Review</li> </ul>	<ul style="list-style-type: none"> <li>Final Video Review</li> </ul>	<ul style="list-style-type: none"> <li>Task 6: Ad Poster Due May 9</li> <li>Task 7: Final Video Due May 12</li> </ul>

Week 7: May 10 - May 16	<ul style="list-style-type: none"> <li>• Final Video Review</li> </ul>	<ul style="list-style-type: none"> <li>• SPFF Run-Through</li> <li>• Q&amp;A</li> <li>• AG Work Time</li> </ul>	
Week 8: May 17 - May 23	<ul style="list-style-type: none"> <li>• SPFF Debrief</li> <li>• E-Portfolio Check-in</li> <li>• AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>• Final Senior Project Write-Up</li> <li>• Q&amp;A</li> <li>• AG Work Time</li> </ul>	
Week 9: May 24 - May 30	<ul style="list-style-type: none"> <li>• Review E-Portfolios</li> <li>• Q&amp;A</li> <li>• AG Work Time</li> </ul>	<ul style="list-style-type: none"> <li>• Preparing for Life After Graduation</li> </ul>	
Week 10: May 31 - June 6	No Class	<ul style="list-style-type: none"> <li>• Review Reflections</li> <li>• Closing &amp; Celebration</li> </ul>	<ul style="list-style-type: none"> <li>• Task 8: Final Write-Up Due June 6</li> <li>• Task 9: E-Portfolio Due June 6</li> <li>• Task 10: Participation Due June 6</li> </ul>

## Religious Accommodations

*Washington state law requires that UW develop a policy for accommodation of student absences or significant hardship due to reasons of faith or conscience, or for organized religious activities. The UW's policy, including more information about how to request an accommodation, is available at [Religious Accommodations Policy](https://registrar.washington.edu/staffandfaculty/religious-accommodations-policy/): (<https://registrar.washington.edu/staffandfaculty/religious-accommodations-policy/>). Accommodations must be requested within the first two weeks of this course using the [Religious Accommodations Request form](https://registrar.washington.edu/students/religious-accommodations-request/) (<https://registrar.washington.edu/students/religious-accommodations-request/>).*