



CEP 490: Senior Project Prep I

Research & Project Scoping

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Zoom link: <https://washington.zoom.us/j/97476956663>

Course Description

The purpose of this course is to develop your CEP Senior Project Proposal. Your proposal is a "pitch" that, when approved, will enable you to start the "doing" of your project. It is designed to help you build a credible and creative project that is grounded in sound research, design, methodology, and evaluation. Through presentations, discussions, and in-class exercises, we will explore approaches in applied research, project design, and project management.

Learning Outcomes

1. Practice self- and peer-accountability through regular participation
2. Identify a topic of interest and formulate a relevant research question
3. Locate research from various sources related to your research question
4. Demonstrate project management skills by creating action items and placing them on a timeline
5. Write an actionable CEP Senior Project Proposal

Expectations

Participation: Regular attendance and active participation during our weekly Zoom class is a critical aspect of this course.

Zoom classes will not be recorded. Here is the expected Zoom etiquette for our class:

- Conduct yourself on Zoom as you would in a physical classroom
- Do your best to create a distraction-free environment with a stable internet connection
- We communicate through facial expressions and gestures as much as we do through words — for this reason, please use video as much as possible
- To limit background noise, please mute yourself until you wish to speak
- If you wish to speak, use the "raise hand" feature, or simply raise your hand
- You are encouraged to use the chat box throughout the class
- You are encouraged to take notes throughout class, like you would in a physical classroom
- If you have any difficulty participating, please let me know so that we can work something out!

Assignments: All assignments will be due on Canvas at 8:30 am on Wednesdays. Due to the pace of the course, late assignments will be docked one point and will not receive thorough feedback. You will be able to resubmit one assignment in Week 8.

Time & Effort: Regardless of what you registered for (1-3 credit variable option), this course is equivalent to **3 credits** worth of work. That means that you should be working on your project for a minimum of **9 hours** per week, including class time.

Absences: There are no excused absences in this class. You will receive points for being in class, on time, and actively participating. If your situation does not allow you to be in class, you still need to submit your assignments by the assigned due date.

Plagiarism: Not. Even. Once. Plagiarism is defined as "the practice of taking someone else's work or ideas and pass them off as one's own." In terms of work, this means putting quotes around word-for-word copied text, properly citing images and graphics, and indicating the source of any summarized text. In terms of ideas, this means being clear about the origin of concept, and not insinuating that it might be your own. Check out the UW's [Student Conduct Code](#) for more information.

Assignments & Grading

This is a credit/no credit course. You will receive written and point-based feedback on all assignments. Grades will be updated throughout the quarter so that you can keep track of your progress.

1. In-Class Participation: You must receive 16/20 Points

We have 10 class sessions this quarter and you can receive up to two points per day.

- 1 point for being present and on time
- 1 point for being actively engaged

2. Individual Check-in: You must receive 4/4 Points

Meet with the instructor at least once for a 15 min. 1-on-1 throughout the quarter.

- [Schedule a 1-on-1 appointment](#)

3. Weekly Status Reports: You must receive 8/12 Points

As a weekly check-in, you must submit a brief report on the status of your project.

- 1 point for finding and summarizing two relevant sources
- 1 point for having a conversation about your project outside of class

4. Tasks: You must receive 20/28 Points

There are seven Tasks throughout the quarter. Each Task will be graded on a scale of 0-4.

- 0: You didn't turn anything in
- 1: Very weak performance. Your work falls far below standards.
- 2: You are on the right track, but your work needs substantive development.
- 3: Your work is strong. Your ideas are well-developed, but could still be improved upon.
- 4: Your work is exceptional, final draft quality.

5. Final Senior Project Proposal: You must receive 27/36 Points

Your final draft should be of professional quality, with sensible formatting, accurate citations, and free of all typos and grammatical errors. There will be nine sections grade on a 0-4 scale. You must receive at least a three out of four on all nine sections of your proposal.

You must receive a total of 75/100 Points to pass this class.

This course is a graduation requirement. If you do not pass the course, you have until the end of the first day of winter quarter to meet the point threshold. If you do not meet the point threshold, you must meet with CEP staff to decide how to best proceed.

Resources

- [UW Undergraduate Research Program](#): Resources for doing research in general
- [UW Academic Writing](#): Useful for everyone, teaches you how to write
- [Odegaard Writing and Research Center](#): Schedule research and writing consultations

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/>). 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/>).