Background

Historically in this department, and still in most departments, thesis credits have been purchased by students to pay for faculty time supervising their research. Students would meet with their individual advisors with more or less regularity and work on their studies alone. Our faculty noticed over the years that this system was neither the most efficient for faculty nor the most effective for students. In 2004, the faculty decided that a more systematic way was needed to support School Psychology students through the thesis process. Your participation in this 699-R thesis seminar is part of our department’s method for supporting you and helping you successfully complete your thesis in a timely manner. I encourage you to participate fully in this seminar to receive its full benefits.

Course Objectives

In consultation with their committee chairperson or advisor, students will create a plan for defending their thesis prospectus before they interview for an internship. This plan should include specific deadlines for completion of thesis components. The plan should also include rewards for completing tasks on time. If students have already completed their prospectus, they will develop a plan for completing their final defense.

Students will achieve the goal written in their respective plans.

Required Textbooks

There are no required textbooks for this course, although various articles or handouts may be assigned, as needed.

Assignments

1. In consultation with their committee chair or advisor, students will develop a written plan to defend their theses before interviewing for internships. An example is included at the end of this document. This is due by 5 p.m. on Tuesday JANUARY 19TH (we will not be meeting for class that week because Monday is a holiday and so please email it to me by that date). If students have already completed their prospectus, they will develop a plan for completing their final defense.
2. Students will share this written plan with their 699R course instructor and their chair/advisor.

3. Students will document their progress throughout the semester and report their progress during class time.

4. When students meet written goals, they will celebrate with class members and will receive rewards as designated in their plan.

Class time

We will meet for approximately 50 minutes each week. Some class time may be spent in small group discussion or individually with the instructor or your chair. Weekly attendance is expected. Students may be excused from attending this class, if they have an appointment with their chair or committee member to discuss their thesis.

Students may be entirely excused from all class periods if they and their chair agree that their time would be better spent completing other activities related to their thesis. The chair must contact the instructor to arrange this option.

Expected professional behavior

• Be on time for class.
• If you are going to be late or miss class, notify the instructor before class begins.
• Attend to the discussion in class. Do not read the newspaper or other non-class materials, complete crossword puzzles, send text messages, or answer your cell phone.
• If the class is not meeting your needs, contact the instructor to share your perspectives and develop an alternative plan.

Grading

The course will be graded on a pass/fail basis. If students meet their goals, they will pass.

Course Content and Process:

I will orient you as needed to many of the facets of completing a thesis including:

- Myths and realities about theses
- IRB history and processes
- Writing program
- Thesis structure
- Working with your committee and chair
- Drafts and revision process
- Prospectus defense
During class we will troubleshoot problems you may encounter. We will adapt training to the needs at hand. We will celebrate each other’s successes and support each other through the frustrations of completing a thesis. NGSLB = No Graduate Student Left Behind! You will receive an ongoing “T” grade until you defend your thesis at which point your advisor will submit a grade change to a “P” for all previous “T” grades. This course is designed to support your success. I am excited to work with you this semester!

Preventing Sexual Harassment

Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education and pertains to admissions, academic and athletic programs, and university-sponsored activities. Title IX also prohibits sexual harassment of students by university employees, other students, and visitors to campus. If you encounter sexual harassment or gender-based discrimination, please talk to your professor; contact the Equal Employment Office at 801-422-5895 or 1-888-238-1062 (24-hours), or http://www.ethicspoint.com; or contact the Honor Code Office at 801-422-2847.

Students with Disabilities

Brigham Young University is committed to providing a working and learning atmosphere which reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the Services for Students with Disabilities Office (422-2767). Reasonable academic accommodations are reviewed for all students who have qualified documented disabilities. Services are coordinated with the student and instructor by the SSD Office. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance policy and procedures. You should contact the Equal Employment Office at 422-5895, D-282 ASB.
Example of Written Plan

Proposed Defense Date____________________

Date to give final draft to committee members*___________________

*For prospectus—this is two weeks before defense date
*For final defense—this is three weeks before defense date and is given to graduate program coordinator, then committee members.

<table>
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<tr>
<th>Specific Goal</th>
<th>Date Due</th>
<th>Documentation of Completion</th>
<th>Reward if completed/punishment if not completed</th>
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| Semester Long-term Goal: Complete Literature review/prospectus | April 10 | Literature review/prospectus to chair | If completed: Dinner at Outback
If not completed: Donate $50 to charity |
| Sub-goal: Write 20 minutes 5 days/week | Friday 5 p.m. each week | Journal entries to instructor and chair | If completed: A movie each Saturday that this is achieved
If not completed: Stay home Saturday evening and write for 2 hours on thesis |
| Sub-goal: Write an outline of literature review with deadlines for completing each section | January 30th | Outline to instructor and chair | If completed: lunch at Kneaders
If not completed: Must get up 30 minutes earlier each day until it is completed |
| Sub-goal: Discuss outline and timelines with chair & have him/her agree with timelines and reviewing deadlines | February 10th | Meeting with chair | If completed: lunch at Kneaders with dessert
If not completed: Must wake up 45 minutes earlier each day until it is completed |
| Sub-goal: Share monthly drafts with chair and respond to feedback from chair | End of January, February, March | Journal entries/calendar | If completed: Put $100 in a jar to be used for end of semester reward which will either be new clothes or a day of skiing with lunch |