
GRADUATE THESIS PROPOSAL REQUIREMENTS

You must write a proposal for your thesis project before your Graduate Thesis Committee can approve it.

Scope of Project

Your thesis project requires 5 credit hours of work. Your project should represent that much work. You will be completing the work over a period of time that makes sense for you. You will be required to enroll in AIM 690 Final Project for 5 credit hours.

Components of The Proposal

Three basic components must be included in the graduate thesis proposal. The components are:

Title Page: The first page of the written proposal will be a title page. It will include your name, your student ID, the date and the names of your committee members.

Abstract: You will provide an abstract that will summarize the project and concepts that you intend to use for your thesis, and explain the way in which you expect to develop the project. The abstract will be a description of what and why the digital product is being developed. List the problem, the objectives, and the methodology for completing the project. State clearly what is to be accomplished and why it is significant enough for a master's project. If this is a group project, define each team member's contribution in the development of the project. The abstract should be on a separate page. Appropriate inclusions could relate to aesthetic treatment, technical choices, the final format of the project, venues to showcase work, etc.

Timeline: The timeline is a significant part of the project proposal. It defines what you're going to do and the structure of when you are planning to do it. You should consider how long each task will take, which activities must precede others, and how much overlap is possible or desirable. The timeline identifies tasks to be performed, milestones to be met, and the estimated number of hours for each task.

The timeline will start from the completion and acceptance of your proposal to the completion of your thesis report. Indicate when you expect to have your oral presentation to the general public. Benchmark important deliverables that your committee can review in the development of your project. The timeline should be on a separate page at the end of your proposal.

You should work closely with your committee to develop the schedule. It will help you define the scope of your project.

If this is a group project each member will provide individual thesis and proposal. Follow APA Style with a minimum of 5 pages.

To the graduate candidate:

1. Complete a project proposal, following the graduate school guidelines and consultation with advisor.
2. Have this form signed by your graduate committee.
3. Submit it with the proposal attached to the Digital Media Coordinator.

Candidate Name: _____

Candidate ID: _____

Degree Concentration: _____

Year of entry into the program: Semester _____ Year _____

Is this a group project? Yes No

If a group project, list the members name and area of responsibility:

Member Name	Responsibility

Proposal Date: _____

Tentative Title: _____

We recommend that this proposal be approved:

Committee Chair(name): _____

Signature: _____ Date: _____

Committee Member (name): _____

Signature: _____ Date: _____

Committee Member (name): _____

Signature: _____ Date: _____