CMDS 8980: CAPSTONE PROJECT

FALL, 2015

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Course Credit: 1 hour

COURSE DESCRIPTION AND REQUIREMENTS:

The purpose of this course is to assist students in developing a topic and methodology for their Capstone Project. Regarding this course, students should be able to identify an area of interest and develop a proposal.

It is expected that students will be able to review the literature in the field, state problem needed to be solved, propose a procedure for investigating a problem, collect data relevant to the problem, and submit the project for a presentation or publication.

COURSE GRADING:

A student will earn a grade of "A" through "F" for every semester enrolled in CMOS 8980. The following grade rubric will apply to all CMOS 8980 classes:

"A" - All portions of the capstone project assigned during the semester were completed and submitted by the given deadlines
"B" - All portions of the capstone project assigned during the semester were completed, but one or more portions were not submitted by the given deadlines
"C" - One portion of the capstone project assigned during the semester was not completed, regardless of whether the deadlines were met on time or not for the semester
"D" - Two or Three portions of the capstone project assigned during the semester was not completed, regardless of whether the deadlines were met on time or not for the semester
"F" - Failure to complete any portion of the capstone project assigned during the semester

If the capstone work is NOT completed or is deemed unacceptable by the end of summer semester of the third year, a grade of "Incomplete" will be assigned. The student must complete all requirements of the capstone project within six months or will receive a failing grade per the Auburn University Graduate School regulations.
FALL SEMESTER SCHEDULE

- The student will select a topic and submit it in writing to the capstone advisor by the end of September
- Student will complete CITI training and submit certificate to instructor in September
- The student will submit a written proposal to the capstone advisor and the department chair by the end of October
  - The proposal will be reviewed by the audiology faculty
  - When approved, a copy of the approved proposal will be placed in the student's permanent file
- Student will compete Annotated Bibliography for 15 articles in research topic area and meet with instructor to discuss content
- The student will complete the literature review section of the written document on the selected topic and submit it to the capstone advisor by the end of November
- The student will submit the IRB application, if required, by the end of the semester
  - The IRB application must be submitted to and approved by the capstone advisor prior to submitting the application to the IRB committee

- Note on Deadlines: Students may submit items prior to the set deadlines. Requests for an extension of a set deadline must be submitted to the capstone advisor at least 10 business days prior to a set deadline for consideration. Extensions may be granted on a case by case basis and the student must demonstrate an acceptable hardship for not meeting the assigned deadline. Acceptable hardships include but are not limited to a documented illness, a death in the immediate family, difficulty recruiting participants despite best efforts, or equipment malfunction.

- The format of the capstone project may be an experimental study, a descriptive study, or a systematic review. It is expected that the written documentation of the capstone project will be submitted to a peer-reviewed professional journal, a poster presentation at a professional meeting (state, regional, national, or international), and/or a podium presentation at a professional meeting. In addition, students will present their capstone projects to faculty at a time to be designated by the audiology faculty. Written documentation of the final project will be retained in the Departmental library.

Course Requirements & Comments:
In keeping with University guidelines found in the Tiger Cub, daily class attendance is important and required. When absent, the student is responsible for obtaining immediately all missed work, lecture notes, and handouts.

No make-up exams or rescheduling of exams will be permitted without a university excuse or written doctor’s excuse for personal illness.
Student Evaluation of Course and Professor: Provided will be the IAS evaluation instrument expected by Auburn University and augmented with anonymous comment sheet to collect further input from students.

Academic Honesty: Honesty is expected in this class at all times; violations will be reported to the Academic Honesty Committee according to the procedures outlined in the Tiger Cub. Please refer to handbook: http://www.auburn.edu/student_info/student_policies/
Students needing Accommodations: Students needing Accommodations should call the office at 334-844-2096 and meet with a Specialist. Generally, appointments will be scheduled for the following day and will typically last about thirty minutes. The eligible student should arrange a meeting with Dr. Weaver during the first week of class; come during office hours or visit/email for an appointment. Bring the Accommodation Memo and Instructor Verification Form to this meeting so that your needs for this particular class may be discussed.

If the students do not have an Accommodation Memo but need special accommodations, submit a request https://cws.auburn.edu/Accessibility/cm/submitaccommodations, or make an appointment with the Office of Accessibility, 1244 Haley Center, (334)844-2096.

Disruptive Behavior: Maintenance of a constructive learning environment is essential in this course. Behaviors cited as disruptive will not be tolerated and will be dealt with according to university policy (see www.auburn.edu/administration/governance/senate/behavor_policy_may03.html).

Emergencies:
Situations signaled by the university fire alarm, weather siren, or other warning systems may occur during this class period. Instructions issued by the teacher or other university personnel should be followed and may include to “shelter,” to “evacuate,” or to “barricade” in the room (see www.auburn.edu/administration/rms/emergency.html).

When evacuating, students are to walk calmly down the hall: exit the classroom and descend to the Haley concourse. Cross the concourse and assemble in the grassy knoll leading to Cater Hall. Students should gather in the grassy knoll so that all classmates can be accounted for. When barricading in the room, turn off lights, draw blinds, turn off computers and cell phones, barricade the door, stay away from windows, and crouch behind furniture and walls.