

Instructions for Completing Proposal

Master of Building Construction Capstone Project

The purpose of the Capstone Project is to demonstrate the student's ability to independently explore a new topic, demonstrate appropriate application of the materials, and successfully communicate the information in a professional and academically rigorous format. The proposal should indicate that these expectations will be met.

By spring semester, most graduate students have had the opportunity to interact with a majority of the faculty, and are capable of choosing a major professor and committee of faculty members with whom to work on this project. Students are expected to work with their major professor on the development of this proposal.

The Capstone Proposal consists of a cover page and two-page proposal. Once complete, the chairperson should sign the proposal form indicating his/her approval. Once signed by the chairperson, the proposal should be turned in to the Admin Support Specialist in the Department of Building Science office for approval by the GPO, then filing.

The major professor will guide the student on research, analysis, writing, and other scholarly aspects of the work. Members of the student's committee contribute, but the primary responsibility is that of the major professor.

Additional information on Capstone projects is contained in the following, and is also available on the BSCI Graduate Program web site.

Recommended Format for Capstone Proposal

Following is the recommended format for submitting your proposal (this information will be attached to the actual proposal form entitled “*Master of Building Construction Capstone Proposal*”):

Title of Capstone Project and Paper
Student Name

Background or Introduction:

Include the essential background information required for your committee to understand the value of the proposed project and its relevance to the construction industry.

Project Plan or Procedures:

Include a detailed explanation of what you will do and how it will be accomplished. List required supplies or resources, survey or interview procedures, industry participation, quality assurance measures, etc.

Deliverables:

Include a description of your product. Describe how the product can be used or can benefit some segment of the construction industry or department. Models, demonstration projects, industry resources, web pages, photo documentation, or other applications may be accepted as deliverables.

Master of Building Construction Capstone Proposal

Anticipated Graduation: Summer 2008

Student Name _____

Submission Date _____

The following dates reflect the anticipated completion time of the requirements for graduation in accordance with the guidelines set by the Department, and in conjunction with the policies of the Graduate School.

Capstone Proposal Due Dates: First Draft: February 2008 (Date TBA)

Final: March 2008 (Date TBA)

Submission Date of
Completed Capstone Project: _____

Date of Capstone Presentation: Week of June 30, 2008 **

Capstone Committee Signatures: (Please print name underneath signature)

Committee Chairperson / Major Professor: _____

Committee Member: _____

Committee Member: _____

Capstone Proposal Approved:

GPO: _____

Date: _____

***Tentative*

Master of Building Construction Program
Sample Assembly/Outline of Capstone Project

Title Page

Project Title, Full Name, Capstone Project, semester and year.

Abstract

Approximately 120-150 word summary of your complete project.

Introduction

Description of problem and a statement of how the project relates to the problem. Develop the background of your project with factual information.

Results of Literature Analysis

You are expected to write a comprehensive report of what is known about your project area. Citations will be used throughout this section to indicate whether the information came from an interview, a book, an article, a website, etc.

Methodology

Describe in detail how the project was executed so that your committee can determine the validity and academic rigor of the project you completed.

Results or Presentation of Project Content

Discuss the application accomplishments of your project. This includes what you found, developed, prepared, shared or created as a result of your project.

Discussion/Conclusions/Recommendations

Any of these headings may be appropriate for the end of your paper. In some cases, you may draw conclusions or develop recommendations based on your project results. In other cases, you may discuss the relevance of your project.

References

Appendixes

Actual instruments or collected materials that do not belong in the body of the paper, but are an important resource for someone who is trying to build on your work or better understand what you did.

Please see the Associated Schools of Construction style guide available at www.ascweb.org. Click on “Publications” on left side menu, and choose “Style Guide”.