Procedures for Capstone Honors Research (B499)

Psychology Department
Indiana University Purdue University Indianapolis

Completing a research project and writing an honors thesis typically requires a commitment of 5-10 hours per week for approximately one year. The honors research project should be one in which you, as a student, contribute to the development of the idea and the methodology (a project that is “handed to you” by a faculty member does not qualify as honors thesis research). Before participating, you must complete B305 (statistics) and B311 (research methods) and a core course related to your area of interest (e.g., B320 if you wish to pursue an honors thesis in behavioral neuroscience; B370 if you wish to pursue an honors thesis in social psychology). You must maintain an overall GPA of 3.3, with 3.5 GPA in Honors and Psychology courses. Participation in the Department of Psychology Honors Program is recommended, but not required.

By the spring semester of your junior year:

1) Identify a primary faculty member to serve as your mentor, or primary advisor. Ideally, this should be someone who knows you from a class that you have taken or through other interactions (advising, seminar participation, etc.) and who can evaluate your work ethic and your motivation for pursuing honors thesis research. Your primary faculty advisor must be a faculty member in the Department of Psychology. The secondary advisor must have a Ph.D., preferably in psychology, but does not have to be in the IUPUI Department.

2) Apply to take Capstone Honors Research. Applications are available in the Peer Advising Office and online. The annual deadline is April 25th.

3) Once accepted and authorized to register for B499, develop your ideas with your primary advisor. Develop a reading list, find and read these materials, and begin to write a literature review.

4) Together with your primary advisor, identify another faculty member to serve on your research committee as your secondary advisor. Obtain agreement from this person to serve on your research committee.

5) Develop your research proposal with your primary advisor.

6) The proposal should be a 10-page (minimum) written description of the pertinent literature, method section, and anticipated method(s) of data analysis.

7) Obtain written approval of your proposal from both of your advisors.

8) Obtain human subjects (IRB) approval, if necessary, only after step 7 has been completed.

9) Begin collecting data, only when all above steps are completed.

10) After data collection, write a research report in a form that would be appropriate for submission to a typical journal outlet, or follow the Purdue University Guide to the Preparation of Theses.

11) Present your findings (either as a poster or a paper) at any local, regional, or national professional or student conference.

12) Obtain final approval of the honors thesis from your two research advisors. Follow the IUPUI Graduate Office guidelines for typing, binding, and filing a copy of the thesis.
Capstone Honors Research (B499)

Psychology Department, Indiana University-Purdue University Indianapolis

Approval Sheet for ______________________________

(Student’s Name)

Please take special note of the 4 approval or authorization points in the steps delineated below: you may not progress forward until the steps are completed with the appropriate authorization.

1. **The signature below gives written authorization for the above named student to enroll in Psychology B499.**

   ____________________________________________________________ ____________________________
   Primary Advisor Signature     (Date)

2. **The signatures below indicate that this student has successfully prepared a written proposal of the honors thesis research.**

   ____________________________________________________________ ____________________________
   Primary Advisor Signature     (Date)

   ____________________________________________________________ ____________________________
   Secondary Advisor Signature     (Date)

3. **The signature below indicates that this student has obtained human subjects (IRB) or animal subjects (IACUC) approval or that this approval is not necessary.**

   ____________________________________________________________ ____________________________
   Primary Advisor Signature     (Date)

4. **The signatures below indicate that this student has completed all of the requirement of the capstone honors research, including having written a successful paper, made a presentation of this work, and made and filed copies of the capstone research as indicated in the graduate student guidelines.**

   ____________________________________________________________ ____________________________
   Primary Advisor Signature     (Date)

   ____________________________________________________________ ____________________________
   Secondary Advisor Signature     (Date)