

HURON UNIVERSITY COLLEGE

**Psychology 4880E
Honors Thesis**

1.0 CALENDAR DESCRIPTION

Independent research under the direction of a faculty member.

Antirequisite(s): [Psychology 4850E](#) and the former Psychology 459.

Prerequisite(s): Registration in the fourth year of the Honors Specialization Psychology Program at Huron College.

1.0 course (Huron)

2.0 COURSE INFORMATION

Course Coordinator: Dr. Christine Tsang
Office: V119
Phone: (519) 438-7224 ext. 260
E-mail: ctsang33@huron.uwo.ca
Office hours: Tuesday 10:30-11:30 and Wednesday 3:30-4:30
Time and Location of Lectures: Monday 11:30-12:20 in HUC-V107*

*see OWL for a list of course meeting dates

Course website: <http://owl.uwo.ca> {login & password = UWO login ID and password}

3.0 TEXTBOOKS AND OTHER DOCUMENTS

American Psychological Association. (2010). *Publication Manual of the American Psychological Association*. (Sixth Edition). Washington, D.C.: Author.

The following documents are available on the OWL Website:

- (1) DUTIES OF THESIS ADVISORS
- (2) HOW TO PREPARE A RESEARCH PROPOSAL
- (3) POLICY GOVERNING ETHICAL REVIEW OF UNDERGRADUATE RESEARCH PROJECTS INVOLVING HUMAN PARTICIPANTS AT HURON UNIVERSITY COLLEGE
- (4) ETHICAL GUIDELINES FOR RESEARCH INVOLVING HUMAN PARTICIPANTS AT HURON UNIVERSITY COLLEGE
- (5) PROCEDURES FOR A PROPOSAL MEETING
- (6) RULES FOR USING THE PARTICIPANT POOL AT HURON

- (7) PROCEDURES FOR A DATA COLLECTION SESSION
- (8) GUIDE FOR THE PREPARATION OF A THESIS IN PSYCHOLOGY
- (9) PROCEDURES FOR A THESIS ORAL

The following forms are available on the OWL Website:

- (1) REQUEST FOR ETHICAL APPROVAL OF A UNDERGRADUATE RESEARCH PROJECT INVOLVING HUMAN PARTICIPANTS AT HURON UNIVERSITY COLLEGE
- (2) ANIMAL ETHICS FORM
- (3) CONSENT FORM TEMPLATE FOR PERSONS AT LEAST 16 YEARS OF AGE

4.0 COURSE OBJECTIVES

- to conduct a year-long, independent research project under the guidance of an approved faculty member
- to produce a formal, APA-style monograph
- to defend the thesis in an oral examination

5.0 EVALUATION

The course grade will be determined as follows:

<u>Component</u>	<u>% of Grade</u>
Thesis Introduction Draft	15%
Written Thesis Presented at the Oral	75%
Oral Examination	10%

Further details of how these grades are awarded may be found on OWL.

6.0 POLICY ON GRADING STANDARDS

Students at Huron University College should consider a grade in the range from 80-89 to be evidence of satisfactory performance in the Thesis Course. Grades in the A+ (90-100%) range will only be awarded for performance that is demonstrably superior to the fourth-year honors standard.

7.0 POLICY ON OWL

All the documents listed in this course outline are available on OWL. **Familiarity with these documents is essential for success in the course.** In addition various course announcements will also be made via OWL as the class meets only occasionally. **Students are responsible for checking the OWL site regularly.**

8.0 ADDITIONAL NOTES

1.0 The Thesis Advisor

Although having an individual *thesis advisor* is not essential, it is strongly recommended. The duties of a thesis advisor are outlined in detail in the document entitled: **DUTIES OF THESIS ADVISORS**

It should be noted that individual faculty members here, and elsewhere, are entitled to be selective in whom they agree to supervise. Advisors need not be Psychologists but the Department must approve all advisors other than those in the Psychology Department at Huron University College, even if they are members of other Psychology departments.

2.0 The Thesis Committee

The *Thesis Committee* will consist of the Advisor and a Second Reader, a faculty member from the Department appointed by the Course Coordinator. The second reader will serve as Chair of the Thesis Committee. The second reader will be assigned by the Department and posted on OWL. The Committee will serve both at the Student's *Proposal Meeting* and at the Student's *Oral Defence of the Thesis*. In the case of a student who has no advisor, the Department will select two Readers to constitute the Thesis Committee and appoint one as Chair of the Committee. Once established, the names of students and the members of their thesis committee will be posted on OWL. The various roles of a thesis committee are outlined in relevant sections below and in relevant documents.

3.0 Access to the Participant Pool

Students taking Psychology 1100E are required to participate in four hours of departmentally approved research (or fulfill an alternative obligation). These students constitute the *Participant Pool* and all 4880E students have access to this pool. Note that 4880E students are not guaranteed participants for their research studies. However, 4880E students may supplement their sample with participants which they procure themselves (as long as the recruitment process has been ethically approved). Students in Psychology 4880E who desire a share of the Participant Pool must attend the Participant Pool meeting and also read the document "Rules for Using the Participant Pool at Huron".

4.0 The Research Proposal

The first written submission is a *research proposal*. This proposal will allow the Thesis Committee to evaluate: (1) **the scientific merit of the proposed research project**; and (2) **the ethical adequacy of the research project**. No student will be allowed to collect data until ethical approval has been granted, either in the context of a *proposal meeting* (see below) or as the result of review by some outside agency. The collecting of data

without formal ethical approval will result in non-acceptance of any thesis based on such data, hence course failure. Details of how to create a Research Proposal may be found in the document entitled **HOW TO PREPARE A RESEARCH PROPOSAL**.

5.0 The Proposal Meeting

The document entitled: **PROCEDURES FOR A PROPOSAL MEETING** outlines how to schedule a Proposal Meeting, how to prepare for it, and what will happen at the meeting. Note, that even in cases in which there has been prior *ethical approval* of the project by an outside agency, all students must submit a Research Proposal and have a Proposal Meeting with the Thesis Committee. Students cannot proceed with their research until the Thesis Committee has provided approval.

6.0 Advertising for Participants from the Participant Pool

Huron uses a software system called “SONA” that manages research participation in studies. Any researcher who wishes to access participants in the Huron Participant Pool must attend the Sona meeting prior to starting data collection. Following formal ethical approval of their project, and after researchers have set times and dates, and booked locations for collecting data, they may request from the SONA Coordinator access to the SONA site. Once access is granted, researchers may post their study and available slots.

7.0 Conduct of a Data Collection Session

The procedures for conducting a data collection session may be found in the document entitled: **PROCEDURES FOR A DATA COLLECTION SESSION**. Read this document carefully before attempting to collect data from human participants.

8.0 Format of the Thesis

The format of the thesis is outlined in the document entitled: **GUIDE FOR THE PREPARATION OF A THESIS IN PSYCHOLOGY** and must be followed scrupulously for both the Version for the Oral Examination and the Final Version. If a thesis provided to the examiners in anticipation of the thesis oral fails to conform to the appropriate format, it may be returned for revision. Those who fail to complete their oral examination by the last weekday of the Final Examination Period will receive an F in the course unless an INCOMPLETE is granted based on medical grounds. In such a case, the revised thesis must be returned to the Course Coordinator by August 31, and if it is acceptable, a fall oral will then be scheduled.

9.0 The Oral Examination

Each student will have to defend his or her thesis in an oral examination, normally held during the final examination period. Each student must submit two (2) hard copies of the thesis to his/her Thesis Committee (one for each member) at least 7 days in advance of the scheduled thesis oral examination date. The document entitled: **PROCEDURES**

FOR A THESIS ORAL outlines the procedures for scheduling an oral examination and also what happens during the Examination. The course cannot be passed without this oral examination and there will be no exemptions for any reason. The last possible date for an oral examination that will permit a June graduation is the last weekday of the Final Examination Period. Note, however, that scheduling an oral this late will leave little time for revisions, as the completed thesis, with all signatures included, is due in the hands of the Chair of the Department no later than noon, one-week after the end of the Final Examination period (with the last possible submission date on May 1, or the first business day after).

10.0 Submitting the Finished Thesis

The procedures for submitting the Final Thesis are also outlined in the document entitled **GUIDE TO THE PREPARATION OF A THESIS IN PSYCHOLOGY**. A final PDF version of the thesis with all revisions completed must be submitted to the Chair of the Department no later than May 1 (or the first business day after). The final thesis will be published on Scholarship @Huron, and will be catalogued by the Huron Library. If the student wishes to have one or more hard copies of the thesis bound, copies will be bound at the student's expense (cost will be determined by the library in January).

9.0 SCHEDULE OF DEADLINES*

Deliverable	Deadline Date
Proposal Meeting	October 31 (or first business day after)
Thesis Introduction Section**	November 10 (or first business day after)
Confirmed Date for Final Oral Exam	March 15 (or first business day after)
Draft of Complete Thesis to Advisor	March 30 (or first business day after)
Last Day to Submit FINAL THESIS**	May 1 (or the first business day after)

* Note that these are **the last possible dates**. Earlier dates are possible and encouraged!

** Draft of Thesis Introduction should be submitted to OWL site.

**Students who do not submit the final thesis by this date will NOT graduate in the June Convocation.

10.0 TENTATIVE SCHEDULE OF CLASS MEETINGS

M Sep 10	Introduction to the Course
M Sep 17	Research Ethics Proposal Workshop
M Sep 24	Mock Proposal Meeting
M Oct 1	SONA
M Feb 25	How to Write a Thesis
M Mar 11	Old/New Social – Class Photo
M Mar 18	Scholarship@Western and Copyright

11.0 UNIVERSITY POLICIES

The Senate policies in force for this course (i.e., academic accommodation, accessibility, academic misconduct, course drop dates, and other related university policies) may be found posted on the 1100E OWL course site.