

## Project for Distinction Timeline and Checklist

### Before You Begin:

PSYC GPA is 3.2

You are enrolled in or have completed Experimental Psychology

You wish to conduct independent research

You can commit two semesters or at least 8 months to your project

### Semester 1: Developing the thesis proposal

#### Develop Idea:

Meet with a PSYC faculty member to develop an idea, set goals, and provide direction.

This person will become your faculty mentor and committee chair.

#### Form Thesis Committee:

Thesis committee chair/mentor. Discuss forming a thesis committee your mentor

Two additional Psychology faculty members. Any PSYC faculty member can serve in this capacity. Faculty members with expertise in your area and/or expertise in research methodology are most appropriate. In rare cases, it may be appropriate to include faculty from outside the Psychology program. Inclusion of faculty members outside of Psychology must be discussed with your mentor and require majority approval by the Psychology Program.

Meet or email with potential committee members to inquire about their availability and interest to serve on the committee.

Write and Finalize Thesis Proposal: Your proposal may require several drafts to finalize so allow for an entire semester. Work closely and diligently with your faculty mentor. A  
Brief Guide to Writing the Psychology Paper

essential that your proposal demonstrate an understanding of the statistical analyses that are appropriate to test your hypothesis.  
References must be APA style

Apply for Approval from the Institutional Review Board (IRB):

Complete CITI training prior to submitting the forms to the IRB. IRB approval requires completed CITI training.

Apply for IRB approval after your Introduction, Methods, and Results are set. It is not necessary to finalize your proposal to apply for IRB approval, but you will need to submit copies of all of your materials, a solid research design, and a background rationale (with references). Click here [IRB forms and guidelines](#)

Submit final thesis proposal to thesis committee

Obtain approval from faculty mentor to submit final proposal to committee

Submit final proposal to committee.

Schedule a meeting date and time to present the proposal with the committee.

Plan for a one-hour meeting.

The thesis committee must receive the final proposal at least 2 weeks in advance of the scheduled proposal meeting.

Thesis Proposal Meeting with Committee. The purpose is to orally present a summary of your proposal, ask questions, receive feedback about the proposal, discuss methodology changes, and obtain approval to move forward and begin data collection. This meeting must occur during the semester prior to data collection/analyses.

Create a 10-15 minute presentation summarizing the rationale for the hypothesis, methods, and results. Use presentation software (e.g., PowerPoint)

The committee may suggest minor or major changes to any or all sections of the proposal.

*f* If the proposal requires minor changes to the method and results sections agreed upon during the meeting, then a resubmission is required and the committee must grant final approval of the thesis proposal during semester one.

*f* If the proposal requires major changes to the methods and results, then the student must submit a revised proposal to the committee. In this case, committee members must receive the revised proposal prior to the first day of semester in which the student plans to collect data. Final committee approval indicates that the revised proposal needs minimal or no changes.

The committee must approve the resubmitted proposal no later than the end of the first week of the semester or the students cannot pursue distinction.

After the meeting, you may need to submit a [Change in Research Form](#) to the IRB

Revise your paper. It is best to revise and finalize your introduction and method sections in your paper as soon as possible after receiving feedback from your committee.



Explain your findings in plain English, as they relate to your hypothesis. Follow this with any interesting findings that were not expected.

Explain how your findings make a contribution to published knowledge on the topic

Briefly discuss the potential value of your findings to the population you studied.

Briefly discuss future directions for this research. You may discuss shortcomings of your study that you would fix in the next study, why replication might be important, or interesting new hypotheses and next steps for researching your topic.

#### References

Must be APA style

Must be complete. It is important to ensure that all the research cited throughout your paper is included and that all the references appear somewhere in your paper.

#### Submit Final Thesis Paper to Psychology Program Faculty

Obtain approval from faculty mentor and send final paper to Psychology Program faculty. Your committee members do not need to approve or review the final paper before sending it to the Psychology Program faculty.

Distribute final paper to Psychology faculty no later than one week before your oral presentation. Late papers will not be considered for distinction, except in extreme circumstances beyond the control of the student.

#### Oral Defense to Psychology Program Faculty in Spring

Oral defenses coincide with the Psi Chi Undergraduate Research Conference. Fall defenses are typically coordinated with other Fall distinction candidates during the last two weeks of the Fall semester.

Prepare a presentation of 20 minutes that includes the following:

Summary of the most relevant literature underlying the rationale for your hypothesis

State the hypothesis(es)/Purpose

Summarize the method

Include sample size, relevant demographics

Include samples of materials, stimuli, survey questions

Describe what participants did during a data collection session

Include graphs to show results

Indicate which statistical findings support, refute, or fail to support your hypothesis

Conclusions that state the important findings in plain English

Speculate on value of your findings and/or future directions.

Leave 5 minutes for question from the audience.