

Thesis or Project Requirements

Students must select a faculty advisor who will approve the thesis or project topic. Students are advised to schedule check points with their faculty advisor every one or two weeks to ensure that the thesis is meeting the requirements.

The final thesis or project must be submitted to the faculty advisor two weeks prior to the last class weekend. Students should confirm the submission date with the faculty advisor prior to the due date.

The faculty advisor must notify TWC's Office of Student and Community Engagement of the student's intent to complete a thesis or project as soon as possible in order to be listed in the commencement ceremony program.

Thesis

- The thesis topic must go beyond the scope of a traditional course assignment by expanding on a scope of research or delving substantively deeper into a topic. Unlike a paper written for most classes, a thesis must be a substantial piece of research, writing, and argumentation.
- The topic must be significant and relate specifically to an area of study within the major. Interdisciplinary topics including a focus on an area of study within the minor as well as the major are also welcomed.
- The thesis should advance an original, research-based point of view as a result of primary or secondary analysis. Primary analysis includes interviews, observations, surveys, questionnaires or other data collection techniques.
- As part of the approval process, the student must provide the faculty advisor with a one or two-page outline that describes the topic, the type of research to be conducted, reference list, and work plan including timeline.
- The faculty advisor may make suggestions regarding the topic, scope and research.
- Various forms of media can be created such as artwork, videos or films, photography, web sites, or software that supports the thesis.
- The thesis must be written according to MLA or APA style guide including in text citations or parenthetical citations.
- All theses must be a minimum of 50 pages and include:
 - a) Title Page
 - b) Table of Contents
 - c) Abstract Page
 - d) Introduction

- e) Thesis Statement
- f) Literature Review (if applicable)
- g) Approach and Methods Section
- h) Analysis and Implications of Research
- i) Works Cited or Reference Page

ITS Project

- A project is defined as a work effort that produces specific deliverables (products) aimed at solving a particular problem or set of problems.
- The scope of the project must be defined by:
 - Problem statement describing the current state issues, impact of the issues, and stakeholders affected by the current state issues.
 - A clear statement of project objectives
 - Benefits to solving the issues described in the problem statement.
 - Definition of scope or boundaries of the project – what is “in scope” and what is “out of scope.”
 - Description of the deliverables.
- Examples of IT project deliverables include working software or database, current state analysis, training documentation, data base model (ERD), detailed software requirements, test plan, and implementation plan.
- The deliverables selected must be appropriate for the scope of the project. Not all the deliverables listed above are required.
- The project deliverables must be appropriately documented and presented either verbally or via demonstration to the faculty advisor.