



## **Honors Capstone Project Information**

Students enrolled in the Honors Program in Public Health have three options for the capstone experience:

- Honors Field Experience (Study Abroad)
- Honors Internship
- Honors Research Thesis

Students completing an honors study abroad or an honors internship will be eligible to graduate with *Honors*. Students choosing to complete an honors research thesis will be eligible to graduate with *Honors Research Distinction in Public Health*.

### **Honors Capstone Requirements**

The specific requirements for graduation with Honors are the following:

- Complete 1 credit hour of PUBHLTH 3180E – Undergraduate Capstone Preparation
- Complete one of the following:
  - PUBHLTH 3189.XXE – Honors Field Experience (Study Abroad) (3 credits)
  - PUBHLTH 3191E – Honors Undergraduate Internship (2 credits)
  - PUBHLTH 4999.01H – Senior Honors Thesis (2 credits)
- Produce a written document (specific details below)
- Successfully defend the written document during a one-hour oral examination in front of his/her honors capstone committee
- Meet all of the College-specific degree requirements, as well as all of the honors program requirements, including graduating with a minimum 3.4 cumulative grade point average on at least 60 graded Ohio State credit hours

### **Selection of a Project and Faculty Advisor**

Students must choose a faculty member to serve as their faculty advisor for the capstone project. For a study abroad, this would usually be the course instructor. For an internship, students must also identify a site preceptor.

Students must also choose a second faculty member to serve as the second member of the honors capstone committee. At least one honors capstone committee member must have a primary appointment in the College of Public Health.

Once a capstone project has been identified, students must complete and submit the **Honors Capstone Project Application**.

## Written Document

All honors students will prepare a final written document summarizing his/her project.

For **internship and study abroad capstones**, the document should contain the following sections:

### INTRODUCTION

The introduction should include a description of the nature of the capstone project (e.g., whether it is a descriptive project, experimental project, research project, or survey), the internship/study abroad location, and the duties specifically related to the capstone experience in the context of global public health.

### PROJECT GOALS AND OBJECTIVES

This section should include a statement of the purpose of the project (e.g., testing a hypothesis, analyzing a problem, completing an evaluation, etc.), its significance, and the objectives.

### METHODS

This section should include a description of the methods used for accomplishing each of the objectives.

### RESULTS

This section should describe the outcome or product of the project.

### CONCLUSIONS

This section should summarize the major findings, describe how the work impacts the future of this public health issue, describe the limitations of the work, and end with big picture conclusions.

For **research thesis capstones**, the Public Health Honors Committee does not require any particular manuscript format and leaves that decision to the faculty advisor, who is familiar with the practices of the discipline. However, suggested formatting for the title page is at the end of this document.

For **research thesis capstones**, the thesis must be submitted electronically to the University Libraries' Knowledge Bank (<https://kb.osu.edu/dspace/>) no later than the last day of final examination week of the semester in which the student will graduate.

## Oral Examination

Students will typically complete and defend the honors capstone project during the semester in which s/he graduates, but earlier dates are acceptable. When the faculty advisor determines that the project is complete, the student must schedule the one-hour exam and reserve a room and computer/projector for the meeting. All members of the committee must be present at the oral examination (video-conferencing is allowed if necessary).

The faculty advisor should inform the student well in advance of his/her expectations for the oral examination. While there is no single required format for the oral defense, the Public

Health Honors Committee encourages examining committees to consider more than just asking the student to review the project. Thus, committee members should consider asking students questions that would require them to critically think about their capstone project or to draw on material taught in courses.

After completion of the oral examination, the committee will sign the **Notification of Oral Defense** form, indicating whether the student has successfully defended his/her project. This form must be returned by the specified date (dates for each semester will be posted on the CPH website) to the Office of Academic Programs and Student Services.

### **Specific Capstone Requirements**

#### Honors Study Abroad

Students enrolled in the Honors Program will be required to select a task or projects of importance to the OSU faculty member or study abroad site and of interest to the student. These will assist the student in developing new skills and in gaining technical competence in selected areas. Honors students will be expected to develop an independent project related to the field experience.

#### Honors Internship

While the goal of the internship is, in general, to provide Public Health students with opportunities to apply public health principles outside of a typical classroom setting, honors students will be required to identify a specific project that they can work on at their chosen internship site. Honors students will be expected to develop an independent project at the chosen agency and complete that project during the 120-hour field experience.

#### Honors Research Thesis

The faculty advisor is responsible for overseeing the honors thesis project. Prior to beginning the thesis project, the student and faculty member should establish guidelines for frequency of meeting, submission of preliminary drafts, and deadlines for submitting work. The faculty advisor should also indicate how long he/she will take to review drafts. Failure to follow these guidelines may result in termination of the project.

If the faculty member will be absent during any part of the project, s/he must appoint another faculty member to supervise the project during that period, and the Honors Co-Directors should be notified of this arrangement. If the student will be conducting research off campus, the student and faculty member should devise mutually acceptable guidelines for maintaining contact and reporting progress. In some cases, this might include the designation of an "on-site" advisor, and the Honors Co-Directors should be informed of these arrangements. The project advisor also should inform the student if it appears that his/her research will require approval of the Institutional Review Board (IRB) for human subjects research or approval of the Institutional Animal Care and Use Committee (IACUC) for animal subjects research.

At any point, if it appears that the work on the honors thesis is not of superior quality to qualify for graduation with honors research distinction, the student and faculty member may agree to continue the project as regular independent study or to terminate the project. The Honors Co-

Directors must be notified of the decision not to complete the project for graduation with honors research distinction. If the project is not completed, the faculty advisor may still judge that sufficient work has been done to merit a grade of "S" in the 4999.01H course hours.

### **Sample Title Page for Honors Research Thesis**

How can injury prevention interventions reduce the risk of sports-related concussions?

Honors Research Thesis

Presented in Partial Fulfillment of the Requirements for graduation  
“with Honors Research Distinction in Public Health”  
in the undergraduate colleges of The Ohio State University

by

Jane Doe

The Ohio State University

May 2014

Project Advisor: Professor John Smith, College of Public Health

Committee Member: Professor Emily Doe, College of Public Health