

COURSE OUTLINE			
TERM: Fall, 2018		COURSE NO: LBST 490	
INSTRUCTOR:		COURSE TITLE: Graduating Project	
OFFICE:	LOCAL:	SECTION NO(S):	CREDITS: 3.0
E-MAIL:	@capilanou.ca		
OFFICE HOURS:			
COURSE WEBSITE:			

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT

Specific course details will be arranged between individual students and faculty advisors.

COURSE PREREQUISITES

105 credits of 100-level or higher coursework and LBST/LSBA 330 and LBST/LSBA 392

CALENDAR DESCRIPTION

Students will work with an instructor to guide them in a topic-based analytical or creative project(s) approved by the student's advisor. Specific course details will be arranged between individual students and faculty members. Registration is by permission of the instructor and the Liberal Studies degree coordinator.

COURSE NOTE

LBST 490 is an approved Capstone course for Cap Core requirements.

LBST 490 is equivalent to LSBA 490. Duplicate credit will not be granted for this course and LSBA 490.

REQUIRED TEXTS AND/OR RESOURCES

Texts and resources are chosen by students and their faculty advisors.

PROGRAM LEARNING OUTCOMES

The following Liberal Studies program learning outcomes will be met in this course:

PLO 1 – Self-directed learning

Initiate, execute and take responsibility for a self-directed interdisciplinary research project emerging directly from the student's own academic and/or professional interests.

PLO 2 – Knowledge

Describe and integrate concepts, theories, and practices from across core academic disciplines with an awareness of limits of knowledge

PLO 3 – Application

Apply foundational learning (knowledge, critical thinking, research skills, imagination, and judgment) and holistic problem solving skills in academic work.

PLO 4 – Synthesis

Synthesize to produce critically searching interdisciplinary work.

PLO 5 – Research methods

Apply quantitative and qualitative reasoning and research methods while identifying and understanding the application of ethical reasoning with a particular emphasis on working appropriately with human subjects and conducting field work.

PLO 6 – Communication

Produce well-organized and coherent university-level materials, individually or in a group, which meet stated objectives and audience needs in written, oral, digital and/or visual forms.

PLO 7 – Local and global consciousness

Consider and assess the potential impact of interpretative frameworks, decisions and actions on people and the environment, locally and globally.

COURSE LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

To be determined by student and faculty advisor.

Students who complete this Capstone course will be able to do the following:

- Identify a topic of inquiry or practice.
- Gather and organize relevant research materials.
- Evaluate, synthesize, and apply research findings.
- Share findings or results in a means appropriate to a field of study.

COURSE CONTENT and EVALUATION PROFILE**1. Grad Project**

Specific course details will be arranged between individual students and faculty advisors; however, all Graduating Project will normally culminate in a research project of at least 6000 words or an approval equivalent with supporting documentation as set out in the Graduating Project / Resource Guide available on [Moodle](#).

2. Self-Submission

As with the Tutorials, a final Self-submission is required in all Graduating Projects. The self-submission does not need to be incorporated into the Evaluation Profile. If it is, the value of the Self-submission cannot exceed 25%.

All Liberal Studies students admitted into the program from Fall 2015 onwards are required to post their self-submissions on their portfolios. If the self-submissions are not made public, please ensure that your advisors and the degree coordinator can access to them.

3. Grad Project Presentation

All Liberal Studies students must publically present their Grad Project. While the student must present their work publically in order to receive credit for the course, the presentation does not need to be incorporated into the Evaluation Profile. If it is, the value of the Presentation generally does not exceed 15%.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete “I” are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Students may use electronic devices during class for note-taking only.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students’ Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <http://www.capilanou.ca/services/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy S2017-05 for more information: <http://www.capilanou.ca/about/governance/policies/Policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including [B.401 Sexual Violence and Misconduct Policy](#) and [B.401.1 Sexual Violence and Misconduct Procedure](#).

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.