MUSI 5190: Thesis Writing
1-9 Credit Hours / Summer 2021 / Meeting TBA

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Department School of Music
Office Music Building 251
Office Hours Virtual (via Zoom) by appointment.

Course Description
Writing of the thesis.

Program Learning Outcome
Students will successfully complete an academic capstone project.

Materials
- Required Style Guide (select one)

- Recommended Resources

Course Schedule

<table>
<thead>
<tr>
<th>Weeks</th>
<th>Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2</td>
<td>Write and edit the thesis. Meet regularly with your advisor. All documents must be approved by your advisor before being sent to the rest of the committee.</td>
</tr>
<tr>
<td>3</td>
<td><strong>Fair Draft</strong> of the complete thesis is due to the committee. All chapters must be complete. Most if not all of the front matter should also be in place.</td>
</tr>
<tr>
<td>4</td>
<td>Finish any remaining front matter. Revise the content according to feedback from the committee. Schedule the defense and submit the Application for Thesis Examination form to the Graduate School at least two weeks before the defense date. Send the <strong>Defense Draft</strong> to both the Thesis Committee and the Graduate School.</td>
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<tr>
<td>6a</td>
<td>Hold the Thesis Defense. Incorporate any additional feedback from the committee into the <strong>Proof Draft</strong>, and send this to the Graduate School and (if required) to the Thesis Committee.</td>
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<tr>
<td>6b</td>
<td>Incorporate the last revisions into the <strong>Final Draft</strong>. Submit the Final Draft to the Graduate School and upload the document to ScholarWorks. Arrange for the printing and binding of at least four copies: one for the library, two for the School of Music, and one (or more) for yourself.</td>
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Time Requirements
MUSI 5390 “Thesis Writing” (1-9 credits) is a faculty-supervised experience in professional writing and editing of a degree-required thesis. Typically, for 3 hours of credit, students work 135 hours over the course of the semester. If the student enrolls in more or fewer hours, the minimum workload expectations will scale up or down accordingly (45 hours per credit hour).

Expectations
- The student and thesis advisor will generally meet in person or via Zoom weekly.
- The student should e-mail updated documents to the advisor at least 24 hours in advance of each meeting.
- The student is responsible for meeting all deadlines set by the thesis committee and the graduate school. Regularly consult your thesis advisor, the Thesis Survival Guide posted on Brightspace, e-mails from the graduate school, and the thesis guide at http://www.sfasu.edu/graduate/108.asp. Note that the last of these includes formatting specifications for the final document.

Letter Grades
<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
</tr>
<tr>
<td>F</td>
<td>below 60%</td>
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Note: A grade of WH will be awarded every semester until the term in which the thesis defense is successfully passed. At that time, the thesis advisor will enter grades for all semesters of thesis research and thesis writing.

Academic Integrity (A-9.1)
Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.
Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.