

Syllabus

LAS 4910: Capstone Project

Fall 2017

Dr. Consuelo Stebbins

Director, Latin American Studies Program

Colbourn Hall, Room 123

Office hours: M-W 9:00 am- 12:00 pm

Office phone number: (407) 823-1174

Email: stebbins@ucf.edu

The LAS Capstone project is an exit requirement for all students majoring in Latin American Studies. This Capstone project is intended to be an intensive, active learning experience, requiring significant effort in the planning and implementation of its components. The goal is to provide a solid conclusion to your program where you demonstrate understanding, acquired skills, and knowledge. The final outcome of your project should be a tangible product of your learning.

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Completion of the LAS Capstone project requires both written and oral components. The capstone project is typically completed in the last two terms of the program and it will provide you with the opportunity to bring together all you have learned in your Latin American Studies undergraduate program. The Capstone Project is the last requirement prior to submitting the intent to graduate.

Before you choose a topic or even attempt to begin working on your project, you will need to schedule an appointment with the LAS Program Director. This step might require several visits. During these meetings the following will be discussed:

1. Selection of topic and topic options.
2. Turn in project proposal with form
3. Selection of Mentor
4. Enroll in LAS 4910 – Capstone Class
5. Research Project presented to LAS Program Committee

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After the Director has approved your project proposal, you will need to schedule a Capstone Project Research consultation with **Mr. John Venecek**, Assistant Librarian at the UCF library. Mr. Venecek will guide you through the resources available for the planning, research, and implementation of your capstone project.

To schedule a Research Consultation visit:

<http://library.ucf.edu/Reference/ResearchConsultations/Default.php>

You will also need to select a designated faculty advisor or mentor with expertise in the area of study, to enhance the learning process as you develop your project. Regular consultations with the chosen faculty member are encouraged.

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***Mandatory** Oral Presentation- 15 to 20 minutes oral presentation to the LAS Academic Committee. **Written paper is due at the end of finals.**

Fall graduates- presentations will be scheduled in early November.

Spring graduates- presentations will be scheduled in early April.

*Other possible venues to disseminate results of Capstone Project:

<http://showcase.ucf.edu/> - Showcase of Undergraduate Research Excellence (SURE)

<http://www.urj.ucf.edu/> - Undergraduate Research Journal

Assignments: The final grade will be based on a maximum of 100 points, which can be earned during the Fall 2016 semester for your written project. Your oral presentation will also be included as part of the 100 points. Following is the point scale:

- 94-100 A
- 90-93 A-
- 87- 89 B+
- 84-86 B
- 80-83 B-
- 77-79 C+
- 74-76 C

- 70-73 C-
- 67-69 D+
- 64-66 D
- 60-63 D-

59 and below F

Course Policies: Grades

Late Work Policy: There are no make-ups for the assignments. Be sure to check the due dates of the assignments as you progress through the term.

Grades of Incomplete: The current university policy concerning incomplete grades will be followed in these courses.

Course Expectations

Tips for Success

The following expectations will help you be successful in this course. Please carefully review these expectations and follow them.

- Log into the course several times each month to check the course content and announcements.
- Please do not miss an assignment deadline. Refer to the course schedule/calendar to ensure that you submit assignments on time.
- Remember that academic integrity will be appraised according to the student academic behavior standards outlined in The Golden Rule of the University of Central Florida's Student Handbook. See <http://www.goldenrule.sdes.ucf.edu/> for further details

Notifications

Each semester, review your Notification settings to make sure you receive course information in a timely manner. Use this [notification guide](#) to make adjustments.

Viruses and Redundancy

A virus can spell disaster. Your use of a reputable anti-virus program is a requirement for participation in this course. [AVG](#) is a great, free antivirus program. [Malwarebytes](#) is a great anti-malware program

The preferred option for redundancy is to use [Microsoft Skydrive](#) which is available through [Knightsmail](#) (available to UCF Faculty, Students, and Staff). Other popular solutions are [Dropbox](#) and [Google Drive](#).

Technical issues can and will happen. These problems do occur and are really inconvenient, however, they are not a valid excuse for failing to get your work in on time. Store your documents using skydrive to minimize the impact of such events.

Disability Access: The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students who need accommodations must be registered with Student Disability Services, Ferrell Commons Room 185, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.