

**Wittenberg University
Department of Education**

**Departmental Honors in Education
Guidelines
2023–2024**

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OVERVIEW

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TIMELINE

TWO SEMESTERS PRIOR TO BEGINNING THESIS WORK

- x Consult with your Education Department advisor about an honors thesis topic and a possible departmental chair for your Honors Committee (i.e., Honors Committee Chair).

ONE SEMESTER PRIOR TO BEGINNING THESIS WORK

- x Determine two additional committee members: one member from within the Education Department and one member from outside the department.
- x Submit a one-page proposal to your Honors Committee Chair, who will share it with (and get approval from) the Education Department Chair. Include the following: topic, summary of three research articles you have read about the topic, ideas for literature review and methodology (research and hybrid thesis proposal only), plans for completing the thesis (applied and hybrid thesis proposal only).
- x Submit an Independent Study form during regiso Tw 0.2D. 2.4Sg-3 (h)2.3 (e)7.8 ()J10 Tdd1isT0 1 Tf-0.004 Tc 0.010 T

RESEARCH THESIS COMPONENTS

Although every research thesis is unique, the following components are required (except for the few preliminary pages that are designated as optional). Each component is listed in the order it must appear.

PRELIMINARY PAGES

- x Title Page: See Appendix C for an example Title Page.
- x Abstract: Write a brief (maximum 150 words) yet comprehensive summary of the research, including purpose, participants, methods, and major findings/results/conclusions.
- x Dedication (optional): Write a statement to dedicate your research to a person, group, or cause.
- x Acknowledgements (optional): Write a statement to recognize.

CONCLUSION

x Suggested Length: 3 pages

ORAL DEFENSE

- o Classroom management strategies that target a specific need
- o Collaborative strategies to increase student achievement in a certain setting
- x **Program Review:** This involves a comprehensive evaluation of a particular program or intervention implemented in an educational setting. Through data collection, analysis, and interpretation, the effectiveness, challenges, and areas of improvement for the program can be identified. This type of project is particularly useful for schools or districts considering the adoption of a similar program. Some examples of program reviews include the following:
 - o Analyzing the success of an after-school mentoring program
 - o Evaluating the impacts of a school-wide positive behavior support system
 - o Assessing the outcomes of a new literacy initiative
 - o Reviewing a school's new STEM integration program

x

APPENDIX B: THESIS SAMPLE PAGES

This appendix includes a sample of a Title Page and a research thesis Chapter 3 to illustrate proper formatting and provide example content.

Chapter Three

Methodology

[Restate the subject of your study and describe the research design (i.e., quasi experiment, case study) you used.]

Name of Second Data Collection Tool [optional]

Level 3 heading is flush left, bold and italics, and written in uppercase and lowercase.

[Thoroughly describe the second tool you used to collect your data.]

Name of Third Data Collection Tool [optional]

[Thoroughly describe the third tool you used to collect your data.]

Data Analysis

[If you used more than one data analysis method, briefly introduce each one. If you did not use more than one data analysis method, you do not need this intro paragraph.]

First Data Analysis Method [If only one analysis method is used, no heading is needed] here

[Thoroughly describe the first analysis method you used and how it addresses the research question(s).]

Second Data Analysis Method [optional]

[Thoroughly describe the second analysis method you used and how it addresses the research question(s).]

Third Data Analysis Method [optional]

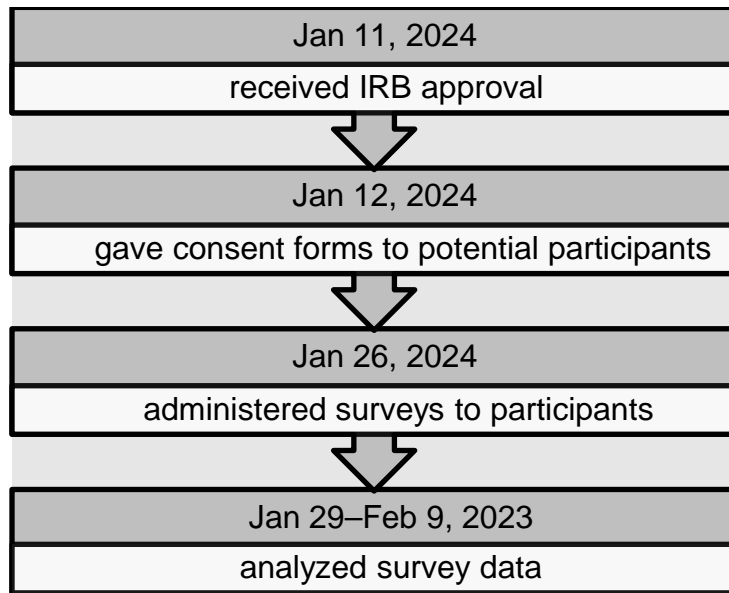
[Thoroughly describe the third analysis method you used and how it addresses the research question(s).]

Procedures

[Describe all steps (in chronological order and including dates) you took to recruit participants (if applicable) and obtain consent, gather, and analyze data. A figure, such as a timeline, might be also useful here.]

Figure 1

Research Timeline



Summary

[Briefly summarize the information you included in Chapter 3. Then provide a transition sentence that leads the reader into Chapter 4.]

APPENDIX C: ONLINE HONORS THESIS ARCHIVE AND FORM

Starting in 2003, Wittenberg's Library and Honors Program started archiving Honors Theses on the internet in order to showcase the best Wittenberg student research and make it available to other researchers. Starting in 2006, we also started working with OhioLINK to contribute Wittenberg honors theses to the statewide Electronic Thesis and Dissertation (ETD) Center. We request your assistance and permission in posting your recently approved thesis in these collections.

**Permission for Archiving Wittenberg Honors Theses in
OhioLINK's Electronic Thesis and Dissertation (ETD) Center and
Wittenberg's Electronic Archive**

To submit your thesis for archiving, please sign and return this form to Beth Hallauer in the University Honors Program and send an **electronic copy** of your thesis in MS Word, Word Perfect, or RTF format to hallauerb@wittenberg.edu. Along with the electronic copy, please include a brief abstract, if possible.

Thesis information and Release form:

Your name: _____

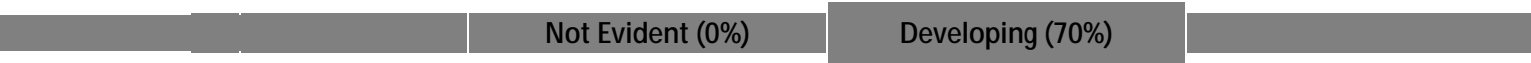
APPENDIX D: THESIS SCORING SHEET AND RUBRICS

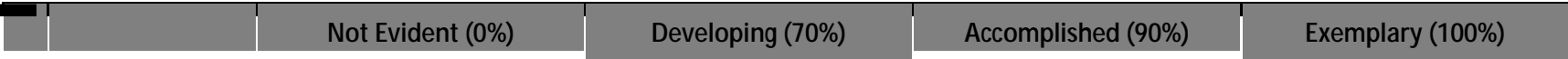
Prior to the oral defense, each committee member evaluates the thesis using the appropriate Written Thesis Rubric. During the oral defense, each committee member evaluates the oral defense using the appropriate Oral Defense Rubric. Then committee members confer to determine a collective score for each rubric and complete a Thesis Scoring Sheet. The written thesis and oral defense must each be passed with a grade of 90% or higher for the student to earn Departmental Honors.

The rubrics provided on the following pages outline essential guidelines for evaluating the quality and rigor of each type of thesis. If needed, students and their committee members may choose to modify a rubric to better align with the specific goals and requirements of an individual thesis. All rubric

RESEARCH THESIS RUBRICS

Written Thesis Rubric



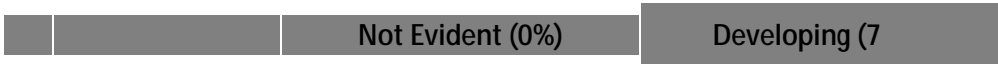


		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Chapter 3: Methodology	Research Design	<p>0 Points Does not state the research design, or the research design is inappropriate for answering the research question.</p>	<p>7 Points Provides an inaccurate description of the research design. Nevertheless, the design is appropriate for answering the research question.</p>	<p>9 Points Provides an accurate description of the research design. Although not explicitly stated, it is clear that the design is appropriate for answering the research question.</p>	<p>10 Points Provides an accurate and comprehensive description of the research design and why it is appropriate for answering the research question.</p>
	Participants	<p>0 Points Does not describe participants.</p>	<p>7 Points Provides a vague description of participants.</p>	<p>9 Points Provides a highly detailed description of participants, including thorough demographic information.</p>	<p>10 Points Provides a highly detailed description of participants is, including thorough demographic information and a well-justified rationale for participant selection.</p>
	Setting	<p>0 Points Does not describe the setting.</p>	<p>7 Points Provides a vague description of the setting.</p>	<p>9 Points Provides a detailed description of the school, classroom, and/or research space where the study took place.</p>	<p>10 Points Provides a detailed description of the setting, including the community as well as the school, classroom, and/or research space where the study took place.</p>

	Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Data Collection Methods	<p>0 Points</p> <p>Does not include a description of the design or administration of data collection tools, or the data collection tools are inappropriate for answering the research question.</p>	<p>7 Points</p> <p>Includes a description of the design and/or administration of data collection tools, but some information may be incorrect or missing. Although not explicitly stated, it is clear why each tool was chosen.</p>	<p>9 Points</p> <p>Includes an accurate and thorough description of the design and administration of data collection tools. Although not explicitly stated, it is clear why each tool was chosen.</p>	<p>10</p>

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
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		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
	Limitations & Implications	<p>0 Points</p> <p>Does not address limitations of the study and/or does not describe implications for future research and/or practice.</p>	<p>7 Points</p> <p>Addresses limitations of the study, but some apparent limitations may not be mentioned. Describes implications of the findings for future research and/or practice although some may be unwarranted.</p>	<p>9 Points</p> <p>Addresses any limitations of the study and describes the implications of the findings for future research or practice.</p>	<p>10 Points</p> <p>Addresses any limitations of the study and describes the implications of the findings for future research and practice.</p>
Backmatter	References (Failure to include all references constitutes plagiarism and will result in failure of the Honors Thesis.)	<p>0 Points</p> <p>Includes full references for all sources cited throughout the paper. References are less than 60% complete and correct.</p>	<p>7 Points</p> <p>Includes full references for all sources cited throughout the paper. References are at least 60% complete and correct.</p>	<p>9 Points</p> <p>Includes a References page with full references for all sources cited throughout the paper. References are at least 75% complete and correct.</p>	<p>10 Points</p> <p>Includes a References page with full references in alphabetical order for all sources cited throughout the paper. References are at least 90% complete and correct.</p>
	Appendix	<p>0 Points</p> <p>Does not include blank copies of the consent form, data collection tools, or interventions included in the study.</p>	<p>7 Points</p> <p>Includes blank copies of some of the following study materials: consent form, data collection tools, intervention (if applicable)</p>	<p>9 Points</p> <p>Includes blank copies of the consent form, all data collection tools, and (if applicable) any intervention included in the study.</p>	<p>10 Points</p> <p>Includes blank copies of the consent form, all data collection tools, and (if applicable) any intervention included in the study.</p>



Oral Defense Rubric

	Not Evident (0%)	Developing
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APPLIED THESIS RUBRICS

Written Thesis Rubric

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Introduction	Topic	0 Points Does not provide any indication of the topic of the thesis.	7 Points Alludes to the topic of the thesis.	9 Points Explicitly states the topic of the thesis.	10 Points Includes an engaging and creative opening that effectively draws the reader in and explicitly states the topic of the thesis.
	Rationale	0 Points Does not articulate a rationale for undertaking the thesis.	7 Points Articulates a rationale for undertaking the thesis that is confusing or unconvincing.	9 Points Articulates an appropriate rationale for undertaking the thesis.	10 Points Articulates an appropriate rationale for undertaking the thesis that draws on relevant research.
Annotated Bibliography	Summary and Analysis of Relevant Literature	0 Points Accurately summarizes fewer than five scholarly sources related to the applied thesis.	14 Points Accurately summarizes at least five relevant scholarly sources related to the applied thesis.	18 Points Accurately summarizes at least eight scholarly sources related to the topic, and briefly explains how the sources relate to the applied thesis.	20 Points Accurately summarizes and analyzes at least ten scholarly sources related to the topic, and briefly explains how the sources relate to the applied thesis.
	Synthesis of Relevant Literature	0 Points Accurately synthesizes the information from fewer than two of the sources.	7 Points Accurately synthesizing the information from at least four of the sources.	9 Points Accurately synthesizes the information from at least six of the sources.	10 Points Accurately synthesizes the information from at least eight of the sources and reiterates how it relates to the thesis.

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
	References (Failure to include all references constitutes plagiarism and will result in failure of the Honors Thesis.)	0 Points Includes full references for all sources. References are less than 60% complete and correct.	7 Points Includes full references for all sources. References are at least 60% complete and correct.	9 Points Includes full references for all sources. References are at least 75% complete and correct.	10 Points Includes full references for all sources. References are at least 90% complete and correct.

Description of Product/Deliverable **0 Points**
Does not describe the product/deliverable, or the

Thesis Plan

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Conclusion	Reflection	<p>0 Points</p> <p>Does not describe the main takeaways from the thesis or reflect on the process of completing the thesis.</p>	<p>14 Points</p> <p>Describes the main takeaways from the thesis or reflects on the process of completing the thesis.</p>	<p>18 Points</p> <p>Appropriately describes the main takeaways from the thesis and reflects on the process of completing the thesis.</p>	<p>20 Points</p> <p>Appropriately describes the main takeaways from the thesis and how they relate to the existing literature or</p>
					<p>Appropriately describes the main takeaways from the thesis and how they relate to the existing literature or</p>

Oral Defense Rubric

	Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Presentation	<p>0 Points Demonstrates a general lack of understanding of the topic, product/deliverable, and/or implications.</p>	<p>56 Points Demonstrates a basic understanding of the topic and explains the product/deliverable and its</p>		

HYBRID THESIS RUBRICS

Written Thesis Rubric

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Introduction	Topic	<p>0 Points Does not provide any indication of the topic of the study.</p>	<p>7 Points Alludes to the topic of the study.</p>	<p>9 Points Explicitly states the topic of the study.</p>	<p>10 Points Includes an engaging and creative opening that effectively draws the reader in and explicitly states the topic of the study.</p>
	Rationale	<p>0 Points Does not articulate a rationale for undertaking the study.</p>	<p>7 Points Articulates a rationale for undertaking the study that is confusing or unconvincing.</p>	<p>9 Points Articulates an appropriate rationale for undertaking the study.</p>	<p>10 Points Articulates an appropriate rationale for undertaking the study that draws on relevant research.</p>
Annotated Bibliography	Summary and Analysis of Relevant Literature	<p>0 Points Accurately summarizes fewer than five total empirical studies related to the thesis research.</p>	<p>14 Points Accurately summarizes at least five total empirical studies (from at least two topics) related to the thesis research.</p>	<p>18 Points Accurately summarizes literature from at least eight total</p>	

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
	Synthesis of Relevant Literature	0 Points			

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
	Description of Product/Deliverable	<p>0 Points Does not describe the product/deliverable, or the product/deliverable does not incorporate the study's findings.</p>	<p>14 Points Provides a vague or confusing description of the product/deliverable. Nevertheless, it seems to incorporate the study's findings.</p>	<p>18 Points Provides a description of the product/deliverable. Although not explicitly stated, it is clear that it incorporates the study's findings.</p>	<p>20 Points Provides a detailed description of the product/deliverable and how it incorporates the study's findings.</p>
	Procedures	<p>0 Points Does not describe steps for completing the study and creating the product/deliverable.</p>	<p>7 Points Describes steps for completing the study and creating the product/deliverable, but some steps may be missing or out of order.</p>	<p>9 Points Describes all steps (in chronological order and including dates) for completing the study and creating the product/deliverable.</p>	<p>10 Points Thoroughly describes all steps (in chronological order and including dates) for completing the study and creating the product/deliverable, allowing for easy</p>

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
	Quality	<p>0 Points</p> <p>The information in the product/deliverable incorporates the research findings in a mostly vague and/or incorrect way.</p>	<p>21 Points</p> <p>The information in the product/deliverable incorporates the research findings in a somewhat thorough and/or accurate way. Several pieces of important information may be vague and/or incorrect.</p>	<p>27 Points</p> <p>The information in the product/deliverable incorporates the research findings in a mostly thorough and accurate way. A few minor pieces of important information may be vague and/or incorrect.</p>	<p>30 Points</p> <p>The information in the product/deliverable thoroughly and accurately incorporates the research findings.</p>
Conclusion	Reflection	<p>0 Points</p> <p>Does not describe the main takeaways from the thesis or reflect on the process of completing the thesis.</p>	<p>14 Points</p> <p>Describes the main takeaways from the thesis or reflects on the process of completing the thesis.</p>	<p>18 Points</p> <p>Appropriately describes the main takeaways from the thesis and reflects on the process of completing the thesis.</p>	<p>20 Points</p> <p>Appropriately describes the main takeaways from the thesis and how they relate to the existing literature on the topic, and reflects deeply on the process of completing the thesis.</p>
	Limitations & Implications	<p>0 Points</p> <p>Does not address limitations of the thesis and/or does not describe implications for future research and/or practice.</p>	<p>7 Points</p> <p>Addresses limitations of the thesis, but some apparent limitations may not be mentioned. Describes implications for future research and/or practice although some may be unwarranted.</p>	<p>9 Points</p> <p>Addresses any limitations of the thesis and describes the implications for future research or practice.</p>	<p>10 Points</p> <p>Addresses any limitations of the thesis and describes the implications for future research and practice.</p>

		Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
Backmatter	References (Failure to include all references constitutes plagiarism and will result in failure of the Honors Thesis.)	0 Points Includes full references for all sources cited throughout the paper. References are at less than 60% complete and correct.	7 Points Includes full references for all sources cited throughout the paper. References are at least 60% complete and correct.	9 Points Includes a References page with full references for all sources cited throughout the paper. References are at least 75% complete and correct.	10 Points Includes a References page with full references in alphabetical order for all sources cited throughout the paper. References are at least 90% complete and correct.
	Appendix	0 Points			

Oral Defense Rubric

	Not Evident (0%)	Developing (70%)	Accomplished (90%)	Exemplary (100%)
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Presentation

0 Points

Demonstrates a general lack of understanding