



## **STEP-BY-STEP THESIS GUIDE #2: COURSEWORK RELATED TO THE THESIS**

### ***HC 223H or HC 233H: Honors College Humanities or Social Science Research***

When: Spring term of either first or second year. (Please note that students will take either HC 223H or HC 233H, not both.)

What: These research courses teach skills in critical reading and the fundamentals of research. Students add a thorough understanding of critical literature to their expertise in reading primary texts. Both courses teach the methods and skills that begin an undergraduate's pursuit of research in a major research library. Students work with databases, bibliographies, and archives to achieve familiarity and eventual expertise. The courses include instruction in bibliographical skills and proper citation forms. Each student's individual research requires independent analysis that will further augment the critical reading, thinking, and writing necessary for a successful independent research project.

### ***HC 408H: THESIS ORIENTATION***

When: Second-year students who have completed (or are currently enrolled in) the required humanities/social science research class (HC 223H/ HC 233H) and have declared their major(s) can complete the class during sophomore year. Ideally, all students complete the course by the end of their third year or, for students in five-year BFA, Architecture, or similar programs, at least one term prior to registering for the Thesis Prospectus class.

What: HC 408H: Thesis Orientation (not a required course) is a one-day, one-credit workshop (with a meal included) offered on two days each term (students register for only one of the two course dates). Thesis Orientation capitalizes on the work CHC students have completed in their 200-level research class. The course grows student understanding of the research process and guides students towards research in their majors.

Students begin to identify specific discipline-based topics and research questions appropriate to their major(s) and learn tactics for identifying potential thesis topics and Primary Thesis Advisors. Other topics include the shape of theses in the different areas/disciplines/schools, including science theses, performance/portfolio theses, social science and humanities theses, and theses in journalism, business, music, and architecture. The course also treats methods and timetables for incorporating study abroad into thesis plans, and alerts students to human subjects protocol preliminarily to their Primary Thesis Advisor's guidance.

## ***XX 401H: RESEARCH / XX 403H: THESIS***

When: Third year through fourth year.

What: The CHC recommends Research (401H) credits (1-12 credits) and Thesis (403H) credits (1-12 credits) to help students explore potential thesis topics and, during the thesis writing process, to help students keep pace with thesis work. Thesis and research credit registration is potentially available in all of the university's majors, departments, programs, or schools. Students register for thesis or research credits under the direction of faculty *in their major* including, but not limited to, their primary thesis advisor.

Currently, thesis and research credits are not a required component of the CHC thesis process.

The decision concerning registration for such credits rests with faculty members in the student's major, who direct the work such credit entails. Departments, programs, and schools make individual decisions about whether such credits fulfill requirements for the major. In most cases, thesis and research credits do not satisfy major requirements.

Each department/program/school has its own process for registering for such credits: check with faculty in the major department and with the department/program/school's main office. To find the location of the appropriate office, use the UO homepage's A to Z list: <http://www.uoregon.edu/azindex/>.

Students can register for research or thesis credits at any point during their degree program, including prior to enrolling in **HC 477H: Thesis Prospectus**, the final required thesis course. The CHC suggests that students register for thesis or research credits following completion of the Thesis Prospectus course.

## ***HC 477H: THESIS PROSPECTUS***

When: Taken two terms or more before anticipated thesis defense.

What: Thesis Prospectus is a two-credit course that establishes a student's collaboration with the Primary Thesis Advisor in order to develop a prospectus and a timeline for thesis work throughout the year. Students orally present their prospectuses to the class with the Primary Thesis Advisor present and submit a signed Thesis Prospectus and a Graduation Audit form. The Thesis Prospectus cover page provides symmetry for all prospectuses submitted at the end of the term. Thesis Prospectus is graded Pass/No Pass.

How to register: This course requires pre-authorization via the online Thesis Prospectus Application form (<http://forms.uoregon.edu>), which must be submitted by 5:00 pm on Friday of Week 6 *the term before* you intend to enroll in HC 477H. In addition to completing the online Thesis Prospectus Application form, you will also attach a one-page outline of your thesis idea and a bibliography to the form. The online form is then automatically forwarded to the Primary Thesis Advisor for their electronic signature, and then to the CHC Academic and Thesis Programs Manager for verification and preauthorization.

Students who have established a working relationship with a Primary Thesis Advisor find it simple to process the Thesis Prospectus Application, which requires a Primary Thesis Advisor's signature. No professor will electronically sign the Application without having first established the lineaments of the project and formed a working relationship with the student, which a term's worth of Research (XX 401H) or Thesis (XX 403H) credits can provide.