

CMA681 Capstone II
(2 credit hours)
Course Syllabus

Course Description

This course, co-taught by two faculty members, is available for students to complete their course of study with a capstone project and is a continuation of CMA680. The course will support students as they write their capstone project as well as offer a few weeks of publishing and formatting advice. The course may be repeated if necessary.

Course Learning Outcomes

By the end of this course, you will be able to:

1. Research and write a 40-60 page creative, academic, or portfolio project in the humanities.
2. Utilize appropriate documentation style for the project.
3. Wrote at an appropriate graduate level.

Prerequisites/Corequisites

CMA680

Required Textbook(s) and Resources

Your course has no required textbook. All resources are included in each week.

Be sure to also review the weekly **Explore** sections for additional library or web resources. For access to databases, research help, and writing tips, visit the [Tiffin University Library](#).

Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this online class you should plan your time wisely to maximize your learning through the completion of readings, discussions, and assignments. Because of our accelerated, seven-week term, TU online courses are designed with the expectation that you dedicate a little over **six (6)** hours per credit hour to course activities and preparation **each week**. For example, for successful completion of a three-credit, seven-week online course you should reserve roughly **twenty (20) hours per week**.

To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).
2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.
3. Unless otherwise noted, initial assignments or discussion posts are due by **11:55 p.m. ET on Wednesdays.**
4. Additional assignments or follow-up discussion posts are due by **11:55 p.m. ET on Saturdays, and**
5. Major assignments and reflections are typically due by **11:55 p.m. ET on Sundays.**

Learning Activities

CMA681 is your continuation of the capstone project initiated in CMA680. During this course, your primary activity will be completing, reviewing, revising, and editing your capstone project. Each week, you are required to check-in via the Check-In forum. This is an opportunity to work with your community of peers and instructors to help complete your project.

Grading

The chart below identifies the individual contributions from each type of activity, per week.

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Total
Check-In Discussions Activity 1.1 (25)	Check-In Discussions Activity 2.1 (25)	Check-In Discussions Activity 3.1 (25)	Check-In Discussions Activity 4.1 (25)	Check-In Discussions Activity 5.1 (25)	Check-In Discussions Activity 6.1 (25)	Check-In Discussions Activity 7.1 (25)	175
		Rough Draft Activity 3.2 (300)			Reflection Activity 6.2 (25)	Capstone Activity 7.2 (500)	825
25	25	325	25	25	50	525	1000

Grading Scale

A: 90-100% | B: 80-89% | C: 70-79% | F: <69%

Course Schedule and Weekly Checklist

Week 1 - Writing

- WED: Activity 1.1: Check-In - Initial Post
- SAT: Activity 1.1: Check-In - Optional Secondary Posts

Week 2 - Writing

- WED: Activity 2.1: Check-In - Initial Post
- SAT: Activity 2.1: Check-In - Optional Secondary Posts

Week 3 - Writing - Rough Draft

- WED: Activity 3.1: Check-In - Initial Post
- SAT: Activity 3.1: Check-In - Optional Secondary Posts
- SUN: Activity 3.2: Rough Draft

Week 4 - Writing

- WED: Activity 4.1: Check-In - Initial Post
- SAT: Activity 4.1: Check-In - Optional Secondary Posts

Week 5 - Writing

- WED: Activity 5.1: Check-In - Initial Post
- SAT: Activity 5.1: Check-In - Optional Secondary Posts

Week 6 - Revising & Publishing

- WED: Activity 6.1: Revision Check-In - Initial Post
- SAT: Activity 6.1: Revision Check-In - Optional Secondary Posts
- SUN: Activity 6.2: Reflection

Week 7 - Revising & Editing

- WED: Activity 7.1: Final Check-In - Initial Post
- THU: Activity 7.2: Capstone
- SAT: Activity 7.1: Final Check-In - Optional Secondary Posts

Tips for Success

Online learning requires self-discipline and self-direction. As seekers of the truth, we should be willing to challenge one another's academic work in a spirit of respectful comradery. Your course is a place for you to grow as you benefit from the expertise, experience, and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge and understanding.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

For More Information:

Be sure to review the [Support, Policies, and Procedures](#) addendum.