JOUR E-599 Journalism Capstone Project

Crafting the Capstone Proposal

Purpose:
The Capstone Proposal document is used to help you craft a high-quality capstone proposal. You’ll receive guidelines and mentoring while you iterate on your individual capstone proposal until the proposal reaches a satisfactory quality for acceptance.

Submission:
After meeting with June Erlick to discuss your topic, create a MS Word document, two-three pages in length, that addresses all of the following points, in detail. Send the document via email by the required deadline to your capstone advisor, June Erlick, and copy Jody Clineff, Assistant Director of Writing Programs. This is your first draft. You’ll be revising and rewriting this document multiple times.

- **Topic.** Your choice of topic and why it is worthy of in-depth investigation. Make a strong case. Answer the "so what" question.
- **Articles.** Outlines of five related articles that you plan on completing for the project, including how they relate to the topic, scope, and sources.
- **Multi-media.** If you are planning to include one, a description of the multi-media component.
- **Interviews.** Detailed information on how you expect to arrange for interviews with major sources. Public figures can be difficult to access. It is important to develop a plan, early in the process, for interviewing them.
- **Audience.** A listing of possible publishers for your work (e.g., the Boston Globe, your community newspaper, or an online magazine).
- **Director.** Suggestions for capstone director (optional).

Timeline:
For additional important dates, please see the Journalism Timeline on the Capstone website.

- **To enroll in the Spring Capstone:**
  - Meet to discuss capstone ideas by September 1
  - Submit first draft of Capstone proposal by October 1

- **To enroll in the Summer Capstone:**
  - Meet to discuss capstone ideas by February 1
  - Submit first draft of Capstone proposal by March 1

- **To enroll in the Fall Capstone:**
  - Meet to discuss capstone ideas by May 1
  - Submit first draft of Capstone proposal by June 1