



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