

School of Human Ecology Honors Program

Honors Thesis Guidelines

Please read all the guidelines and meet with the Honors Advisor for SoHE. The Honors Advisors' name and contact information are listed on the website. It is important to let the Honors Advisor know when you are planning to graduate. Review the guidelines and deadlines with your Research Supervisor. If you have any questions regarding the process or deadlines, contact the Honors Advisor for clarification.

Read the information below for more details on the SoHE Honors Thesis and instructions for format.

Supervision:

The thesis will have an established Supervisor and Second Reader prior to registering for the 379H course.

Supervisor: The supervising faculty member will be a UT faculty member in the department granting the degree. Student may conduct the thesis research in collaboration with another department in our school or in another department outside our school. In those cases, co-supervisors must be established, or from the degree granting department and a co-supervisor from the collaborating department.

Second Reader: The Second Reader must be a UT Faculty Member. Graduate students and staff employees of UT cannot serve as a Second Reader. Proper acknowledgement of graduate students and staff assisting in the thesis project can be noted on the Acknowledgements page of the thesis.

Level:

Complete the Thesis Application form and receive approval from the Departmental Honors Advisor before you begin writing your thesis. Attend the supplemental honors seminars offered each semester to understand the requirements and expectations. The thesis will be a scholarly work showcasing the writer's knowledge of the relevant scholarship in the field and contributes to that scholarship.

Proposal Guidelines

Elements: *submitted along with Honor Thesis Application Form before the start of the first semester of 379H*

Descriptive Title

- Contains a short, descriptive title of the proposed thesis project
- List author (aka yourself), research mentor, second reader, date of delivery

Introduction

- This section sets the context for your proposed project and must capture the reader's interest
- Briefly explain the background of your study starting from a broad picture narrowing in on your research question
- Review what is known about your research topic that is relevant to your thesis
- Cite references when applicable

Thesis statement

- State your thesis (in a couple of sentences).
- Your statement can take the form of a hypothesis, research question, project statement, or goal statement.
- List your proposal objectives.
- This is the focus of your work. Give the reader a chance to understand the scope of your overall thesis paper.

Methodology

- It should explain how you are going to answer your research question. The nature of the methodology section varies depending on the methodology chosen.
- This section contains an overall description of your approach, materials, and procedures.
 - Research design: description of the type of research or project design
 - Samples and subjects
 - Animal or human subject and sample size
 - How will data be collected and analyzed?
 - Data collection - This might include the field site description, a description of the instruments you will use, and particularly the data that you anticipate collecting.
 - Data Analysis - This should explain in some detail the statistical or other techniques and the tools that you will use in processing the data.
 - What materials will be used?
 - Include calculations, techniques, procedures, and equipment as applicable

Figures and Tables (if applicable)

References

- List all published information referred to in the body of the proposal

Thesis Guidelines

Elements:

Cover Page

- You need a title page with the signatures of your supervisor and second reader. Turn in the bound copy with the original signatures to be placed in the SoHE Honors Thesis Library
 - All 4 copies should have the original signatures

Abstract

- After the title page, please include a brief abstract/ summary of your thesis
 - Length: no more than one page
- Placement: after the title page

Acknowledgements

- It is customary to include an acknowledgements page
 - Thank the individuals that have helped you in this journey, mentors, faculty members, lab mates, parents, friends, etc....
- Placement: after the abstract page.

Table of Contents

- The table of contents should include page numbers for the start of each chapter or section.
- Placement: after the acknowledgements page.

Chapter or Section Headings

- Include headings in the text of your paper
 - At minimum your paper should include, Introduction or Background, Methods, Results, and Discussion/Conclusion

Biography

- The very last page of the thesis after your works cited/references
- Include a brief biography about yourself including academic interests, a short personal history, future plans and anything else that you want to include (as long as it is professional).

Length

This is dependent upon the nature of your thesis project. Talk with your supervising professor to ascertain their expectations.

Format

See following pages for information on formatting.

The Title of Your Thesis Project Goes Here

[Your Name Here]
Honors in Advanced [Insert Your Program Here]
Department of [Insert your Department Here]
School of Human Ecology
The University of Texas at Austin
Submission Date

[Supervising Professor's name printed], Ph.D.
[Supervising Professor Department]
Supervising Professor

[Readers name printed], Ph.D
[Second Reader's Department]
Second Reader

The abstract should appear in the thesis in the following format after the title page and before the acknowledgements.

ABSTRACT

Author: Your Name

Title: Thesis title

Supervising Professor: Supervisor's name and credentials

Second Reader: Name and credentials

The text of the abstract begins here. The abstract can appear in paragraph form or include section headings. Format and content of the abstract should be discussed and reviewed by your supervisor.

Include a table of contents (TOC) after the acknowledgements page. The TOC can have sections to indicate the page start for reference to tables, charts, illustrations, photos, and works cited. See example below. Note: this is an illustrative example of a Table of Contents. Content and format can differ with each thesis.

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This is a sample biography - a brief biographical sketch of the writer that provides information for future readers. The biography is the last page of the thesis. It should include the writer's full name and e-mail address where you can be reached. The thesis will be available electronically (in the digital repository). Please be aware that certain personal information could be used to steal your identity. For this reason, you are advised not to include your date of birth, parents' names, or children's names.

Biography

Your Name was born in Lake Charles, Louisiana in 1995 and moved with her family to Dallas, Texas in 1999. She enrolled in the Human Development and Family Sciences Honors program at the University of Texas at Austin in 2010 and studied child development in her junior year in Reggio Emilia, Italy. In college, she was the Vice President for Events in the School of Human Ecology Ambassadors organization, worked for UT's Child Development Center and raised money and shaved her head for St. Baldrick's. She graduated Phi Beta Kappa in 2014 and plans to attend Harvard Law School in the fall to study family law. Ms. ____ will intern at the White House's Office of National Service in Washington, D.C., this summer.

Deadlines and Additional Information

Honors Symposium:

Spring/Fall:

The Honors is held at the end of the Spring and Fall Semester.

Presentation Requirements:

- Prepare a PowerPoint presentation summarizing your research thesis.
 - Time length: up to 10 minutes
 - Q & A following each presentation – 5 minutes
 - Submit presentation to SoHE Research Advisor by the TBD deadline.

Due Date:

- At the symposium, students submit bound/digital copies of their thesis with signature.

Printing/Binding:

Number of required copies: One printed copy for SoHe required.

- Number of suggested copies: print/bind 4 copies --one for SoHE, one for you, one for your mentor and one for your second reader.

Guidelines for printing and binding:

- Black vinyl cover
- Single sided print for your paper
- On the spine you need to have your name, thesis title and month/ year of graduation printed in Gold Ink
- UT seal on front cover optional

Recommendations for printing:

- **UT Print and Copy Services:** <http://documentsolutions.utexas.edu/copycenters/>
 - Located in the Social Work Building –
 - <https://documentsolutions.utexas.edu/copycenters/contact>
 - Allow for time to be printed, plan in advance (final format at least one week prior to the symposium date) so that printing and binding can occur in time to meet the deadline.
 - Do not have the UT seal for front cover
 - 3 day turn around, bring file
 - You can bring them the 4 printed copies and just have them bound. Quicker turnaround time
- **Jenn's Copies: require 48 hour turn around for binding**
 - Can print the UT seal on front cover