UMass CS Departmental Honors Group Advising

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Part 1: CS 499T/P Proposal Submission
## DH Track Requirements

<table>
<thead>
<tr>
<th>Courses</th>
<th>One CS honors course any level (excluding service courses). One CS honors course at the 300+ level. Can also use some 500/600</th>
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<tbody>
<tr>
<td>Research</td>
<td>Honors Thesis or Project advised by a <strong>CICS faculty member</strong>.</td>
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Part I – Preparation: Students spend one semester acquiring the background needed to do research in their desired area and developing a thesis/project proposal. Two options: individual (499Y) or course-based (691DD). Typically 3 credits.

Part II – Project/Thesis: Students spend one semester performing research. The final deliverable is a written thesis document (499T) -- or a written project report (499P). Both require a project presentation. Typically 3 credits.

Source: https://www.honors.umass.edu/capstone-experience
CS Honors Track Timeline: Spring 499Y

Fall Junior Year
- Submit Application
- Find Research Advisor
- Choose Prep Option
- 499Y Proposal
- Research Methods Approval
- Take 499Y
- Take Research Methods
- 499 T/P Proposal

Spring Junior Year

Fall Senior Year
- Take 499T/P
- Submit Thesis or Project

Source: https://www.cics.umass.edu/ugrad-education/cs-departmental-honors-timeline
CS Honors Track: 499T/P Proposal

499T/P contract and proposals are prepared using CHC Paths. Due by last day of classes in 499Y semester.

Research Proposal (~10 pages)

Source: https://honorsweb1.honors.umass.edu/chc-paths/
1. Introduction

What are you researching and why? (2 pages)

- General description of your Honors Thesis/Project topic.
- Thesis: Statement of the research problem you will focus on.
- Project: Statement of the research system you will build.
- Overview of the methodology you will use.
- Explanation of the significance of the problem you will study or the system you will build. Explain the importance to the work to the advancement of knowledge in the discipline.
2. Background

What have other researchers already written/published on your topic? (2-3 pages)

- Demonstrate your understanding of the primary literature you covered in 499Y.
- Consult your research committee chair about additional key literature needed for your Honors Thesis/Project manuscript.
- Consult your advisor about what citations style to use and use it consistently.
3. Methodology

*How are you conducting your research? (2-3 pages)*

- Present a detailed description of the methodology or tools that you will use to perform research in the area that you have selected. For example, if you will be building a software system, what is the system architecture, what languages, frameworks, or APIs will you use? If you will be working on theory, what key prior results and techniques will you be building on? If you are doing experimental work, describe experimental designs.
- Describe any specialized training you have received or will receive to conduct your research (e.g., lab safety certification or human/animal testing), and indicate who provided the training.
4. Evaluation

*How will your work be reviewed and graded? (1-2 pages)*

- Break your research into a sequence of milestones that can be evaluated individually (you should strongly avoid setting up a situation where successful completion of your project hinges on achieving a single monolithic goal).
- Describe the work to be completed in each milestone in detail.
- Specify how each of your individual milestones will be evaluated.
- Specify how your overall research will be evaluated depending on how many of your milestones are achieved.
- Describe how your committee will provide feedback regarding your progress.
- If you are registering for an Honors Project, be specific about the artifact that you will produce in addition to the Project manuscript (for most students, this will just be CD/DVD with a copy of your code).
5. Communication

What are the expectations about meetings with your committee chair and other committee member(s)? Be specific. (1 paragraph)

- How often are you meeting with your committee chair? How often will you meet with the full committee?
- What are your committee chair’s expectations of such meetings? What are your committee members’ expectations about meeting with you?
- What time commitment (number of hours of work per week) is expected to be applied to your research between meetings with your committee chair?
6. Timeline

- MM/DD/YY: Milestone 1
- MM/DD/YY: Milestone 2
- MM/DD/YY: Milestone 3
- ...
- MM/DD/YY: 1st Draft of thesis submitted to advisor
  (No later than 2 weeks before the last day of classes)
- MM/DD/YY: 2nd Draft of Thesis submitted to HPD
  (No later than 1 week before the last day of classes)
- MM/DD/YY: Oral Defense (No Later than last day of classes)
- MM/DD/YY: Final Submission to CHC (No Later than last day of classes)
7. References

- You should include references for all of the key readings from your 499Y semester plan.
- A total of 5+ references is expected
- Use the reference and citation style used in your research sub-area.
499T/P Proposal Submission

- Double check that you have your second committee member (SCM) on board.
- Talk to your advisor and second committee member now about their availability at the end of the semester to review your proposal.
- Work with your advisor to complete your 499T/P proposal between now and the end of the semester.
- Share the template with your advisor and refer back to it as you work on your proposal.
- When your advisor approves your proposal, upload to CHC Paths. This should be no later than end of exams.
499T/P Proposal Submission

- The approval path for proposals is SCM -> Advisor -> HPD -> CHC ASC.
- Any problems with a proposal result in returning it to you on CHC Paths and requires everyone in the approval path to approve it again.
- **Note:** you can not get a grade for 499Y until you submit your proposal and it is approved by your advisor and SCM on Paths.
- You will carry and INC (counts as a 0 in your GPA) until your approved proposal is received by the HPD.
CHC Paths Instructions

499T/P Honors Research: Contract and Registration Form (Part II of Honors Thesis or Portfolio)

DEMO MODE
This contract is for demo and advising purposes and cannot be saved or submitted.

GENERAL INFORMATION
By design, the Commonwealth Honors College curriculum culminates with an Honors Thesis or Honors Portfolio. Students completing an Honors Thesis develop a research question and work toward answering it. With an Honors Portfolio students pursue an alternative academic enterprise that is equivalent in intensity and scope, such as a creative work in art, theater, or music; an engineering invention; or a case study.

Typically completed in the senior year, the Honors Thesis/Portfolio is a substantial research effort of at least six credits. An Honors Thesis/Portfolio begins with creative inquiry—asking compelling questions that require systematic research. Students then investigate through laboratory experimentation, engagement in the wider community, or production of a creative work. Student pursuing this type of capstone experience as an independent endeavor work closely with faculty throughout the course of the research effort. Students document their Honors Thesis/Portfolio in a manuscript and share their work in an oral presentation.

For more information and for a PDF of 499V registration information, visit the Honors Thesis page on the Commonwealth Honors College web site.