

M.Ed. project course. The student must be registered for a minimum of 3 quarter hours during the quarter the project is presented to the committee.

Potential problems will be avoided if the student consults with his or her committee chairperson as work on the project progresses. Ample time should be allowed to complete the project.

#### Project Report/Oral Examination

Because of the varied nature of M.Ed. projects, no single format is ideal for every project. At the time the proposal is approved, the student and committee should agree on the most appropriate method for presenting the completed project to the committee. Even though the report to the supervisory committee may be in the form of a performance or demonstration, a written report of the project must also be prepared for future reference. The written report must include, as a minimum, the following:

1. Proposal (with appropriate verb tense changes);
2. Results (including materials produced, description of the demonstration or presentation);
3. Summary, Conclusion, Recommendations.

Title page format and printing instructions may be obtained from the departmental secretary. The title page should follow a format that allows for signatures of committee members (see the attached example). The department may require that the report be printed on a high quality paper and have a "permanent type" binding.

The report on the creative project is made as part of the M.Ed. oral examination. The written portion of the report should be presented to the committee at least two weeks prior to the oral exam. The "Appointment for