MLIS Capstone
Information Session

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Today's Focus

- Defining the Capstone project
- Identifying sponsors and potential projects
- Forming project teams
- Registration
- Preparation for winter quarter

- Human Subjects Approval

DEFINING CAPSTONE

Brief Review of Capstone

Final Degree Requirement

- Student-Directed Experiential Projects

- Sponsor Supported

MLIS Capstone

The Capstone experience involves identifying an information problem or opportunity in a real-world setting and developing the means to address it through design, analysis or research.

Deliverables are tangible, either something that can be implemented and used or expanded upon with further research.

Types of Capstone Project

Design/Project-based

Application of knowledge and skills to create an information solution, tool, recommendation, content, process, prototype, product, service or program

OR

Research-based

Exploration of a research question, developed either by you or someone else (faculty, outside sponsor) with presentation of results in some form

MLIS Design Examples

- Develop a taxonomy for digital learning portal content
- Recommend a health literacy plan for rural library partnership with county health services
- Build a comic book recommendation engine
- Define web-scale management library technology requirements for academic libraries
- Design and build mobile app for museum exhibit
- Capture background of historical photograph collection and write grant application for funding of exhibit
- Create an eBook collection plan for an elementary school

MLIS Research Examples

- Impact of curriculum-based study abroad programs
- Concept of "Literary Warrant" in classification as explored in Information Science literature
- Assessment of library development project in Africa to support primary education

Elements of Capstone Experience

- Enhance learning and interests in practice
- Project management
- External communication and negotiation
- Public presentation of project

Tangible demonstration of information skills and potential

What Qualifies as a Project?

- The project engages an information-related problem or opportunity.
- Teams are totally responsible for the project plan and the work involved.
- The project has a defined goal.
- There are logical outcomes in the form of deliverables.
- The project has a sponsor.
- The sponsor is comfortable with the winter/spring course and project schedule.
- The project scope is reasonable to the time allotted. (Generally, 10 weeks of actual project tasks)

Students Find the Project

Identifying a project
is the student's responsibility

Project ideas may be discussed
with instructor, but do not require
approval

You MUST Have a Project to Register for Capstone

http://www.dailyclipart.net/clipart/category/halloween-clip-art

CHOOSING A PROJECT / SPONSOR

Identify Your Passion

"Ski jumping 1905" by Notman & Son/Library and Archives Canada/C-09047 Licensed under Public domain via Wikimedia.

Which Comes First: the Project or the Sponsor? Yes.

- Talk with potential sponsors about potential projects
- Talk to faculty about research interests
- Identify projects at organizations with which you are involved
- Define a project and find a sponsor

- Volunteer to join a team

Who Can Be a Sponsor?

- Libraries
- Companies
- Non-profits
- Foundations
- Volunteer organizations

- iSchool faculty
- iSchool staff

- DFW site*
- Internship site*
- Place of work*

*Must be a project outside the scope of defined fieldwork, internship or work duties

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Where Are Project Listings?

- iCareers (Position Type = Experiential Learning)
- Email notices
- Opportunities not explicitly defined as "Capstone"
- Social media
- Informal Networking

FORMING A CAPSTONE TEAM

Team Parameters

- 1 – 4 members per team
- Program mode need not be a factor
- Cross-program potential with MSIM students

To Team or Not to Team

Teams are highly encouraged
- Complimentary skill sets
- Sharing the work load
- Demonstrate ability to manage a project in a team

Some projects are solo
- Security
- Proprietary information
- Geographic constraints

Team Matching Events

Library of Congress Prints and Photographs Division
http://www.loc.gov/pictures/resource/hec.34451/

REGISTRATION DETAILS

Registering for Winter: INFX 595A

- Add code required to register
- Submit Capstone project form via iCareers
  (*Report an Experiential Learning Placement*)
- One form per student
- Each team member must submit a form to receive an add code
- Add codes will be processed weekly, on Mondays

Cross-program teams determine in which INFX 595 section to register

iCareers Form Information

- Agree upon a placeholder project name
- Establish sponsor (employer) organization naming convention
- Create 1-2 sentence project description

- Strongly recommend team members fill out the form together.

- Refer to instructions for registration
  (scroll down to the bottom of https://ischool.uw.edu/current/mlis/final-project)

PREPARATION FOR WINTER QUARTER

Be Ready to Start on January 5th

- INFX 505 no longer required
- Register by the first day of class

- Enter into early conversations with sponsor

Discussion with Sponsor

✓ Begin discussions on defining project
✓ Set expectations for rough schedule
✓ Agree upon communication mechanism and point person
✓ Define ownership of deliverables
✓ Identify resource needs
  - Additional team members
  - Access to content, institutional knowledge, facilities, people
  - Technology or equipment

HUMAN SUBJECTS APPROVAL

Human Subjects Review

…if you want to publish or present your findings publicly (outside of the Capstone night) AND your project meets the federal definition of research AND it involves human subjects, you must obtain IRB approval before you start your research (before recruiting subjects and collecting data).

IRB = The UW Institutional Review Board
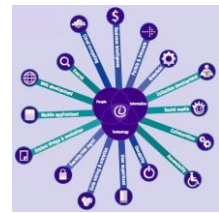
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Do I Need IRB Approval?

- Research projects with intent to publish
- Review handout *Human Subjects Research Guidance for Capstone Projects*
- Contact Cortney Leach, iSchool Research Development Manager https://ischool.uw.edu/people/staff/cjohnso
- IRB approval can take 2 – 10 weeks!! Act promptly!

Review Other Information

https://ischool.uw.edu/current/mlis/final-project

https://ischool.uw.edu/current/capstone-archives/

Information School
UNIVERSITY of WASHINGTON

QUESTIONS?

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