

## Steps on the way to the Honors Capstone: HON 490

	Timeline
1. <b>Acknowledge your passions.</b> Draft a “passion statement.” (What do you value? What are you passionate about? What are you committed to? What motivates you? What resources and skills do you have? ) This piece is to assure that you don’t miss the opportunity of using this course to do something you care about, rather than “something that I can do to meet the requirements.”	Sophomore Spring OR Junior Fall
2. <b>Do some research.</b> Check out what's out there related to your passions. Look around campus and locally, surf the web. Just get some ideas.	Junior Fall
3. <b>Assess community needs.</b> Make an appointment to meet with Director of the Office of Service Learning and Volunteer Programs, Maggie Tripp (or her graduate assistant), . <b>You MUST complete steps 1 and 2 before moving on this step.</b> This meeting is to assure that you know what is already out there, NOT so that the OSLVP will "design" a capstone for you. It is an information-gathering step.	Junior Fall
4. <b>Sketch project plans.</b> Make an appointment with either Dr. Ashley or Dr. Tischio to help you consider where and how to apply your passion to a community need. You will verbally propose a project. Appropriate projects will allow you to showcase and/or develop your leadership skills, and will not re-invent the wheel or compete with other on-going projects. (Remember that this project must not be just “putting time in” to an already-existing program or organization, but initiating something new, but in collaboration with others, something that requires management skills and the vision of leadership.)	Junior Fall
5. <b>Start a journal.</b> Start taking field notes and reflecting on your process the moment you embark on it, include background research and initial e-mails, etc. Include your passion statement as your first entry.	Junior Fall, Winter or Spring
6. <b>Write project proposal.</b> Bring a written version of your proposal to the first week of class for HON 490. (Faculty may ask for this sooner or later, depending on project’s and other timelines.) Proposal should be 2-3 pages.	(taking course è) Junior Spring
7. <b>Set project objectives.</b> As your project progresses, you will set concrete objectives for the project. This will include quantitative, concrete, measurable outcomes as well as qualitative results.	Junior Spring
8. <b>Complete project.</b>	Junior Spring, Summer, Senior Fall
9. <b>Write paper and turn in with journal.</b>	Junior Spring, Summer, Senior Fall
10. <b>Be a better leader forevermore.</b>	...timeless...

**Note on paired projects:** Two people should work on a project ONLY when there are clear and distinctive skill sets that each is providing that enrich the project. When two people are working on the same project they MUST take the Capstone at the same time.

## ***Honors Capstone 490 - Final Paper Assignment***

Using the framework in *Good to Great in the Social Sectors*, analyze this project as an example of your own performance as a leader, visionary, and change-maker.

The capstone paper is the most formal element of this course. It is the culminating project for your experience in the Honors College, and as such it should represent what you have gained from the curriculum both in terms of new disciplinary knowledge and leadership abilities.

Describe your service learning project, briefly, but more importantly, tell the story or stories of what worked to make change, or not; analyze those stories using what you have learned, and talk about why and how you might do it again. Think to the past: how were you prepared, or not, by your coursework in Honors up to and including this course. Think to the future: how might you apply your learning in this situation to intervening in a social situation: at work, in your community, in a group or institution that you belong to or might belong to in the future?

### **\* Passion statement**

BEFORE you make an appointment with Maggie Tripp's office, take 15-20 minutes to "freewrite" on the following:

What...do you value?  
... are you passionate about?  
... are you committed to?  
... motivates you?  
... resources and skills do you have?  
... resources and skills would you like to have?

**You need to complete this step BEFORE going to Maggie Tripp's office for two reasons:**

- (1) it will help you help her find project ideas more effectively**
- (2) your preparation in ADVANCE of your meeting with her is a more respectful use of her time**

Bring this paper to your appointment at the Office of Service Learning and Volunteer Programs—if you end up writing something you don't want to share, you can edit it for "public consumption."