**CHULALONGKORN
UNIVERSITY**

FACULTY OF ARTS
BALAC

SYLLABUS

SENIOR PROJECT
2200417

2025 Academic Year
4 credits

COURSE DESCRIPTION

The Senior Project provides BALAC students with a focused opportunity to (a) develop and integrate the knowledge and skills gained in the BALAC program and (b) demonstrate their career or postgraduate readiness. The Senior Project lets students link their BALAC learning to their career or postgraduate success as a capstone experience with achievable outcomes and ends in a self-directed final production or product done under faculty supervision.

COURSE OBJECTIVES

Course Objectives	
1	Independently design an in-depth project from the student's own interest.
2	Select and apply relevant theories, research and practices to a focused topic of the student's own choice based on current interests and/or future goals.
3	Systematically carry out the project.
4	Produce an in-depth written research report, multimedia project, or another equivalent project.

COURSE EVALUTIONS & GRADING

Activities Assessed	%
Research Prospectus	10
Research Process	30
Reflective essay	10
Final product	50

PROCEDURE

Students who have reached senior status and want to do a Senior Project need to submit a 2-3 page **senior project proposal** to the **coordinating Ajarn for the course (Aj. Porranee)** at least 4 weeks before the semester in which they will do the Senior Project. Students are encouraged to begin discussion of possible projects well before this proposal is due. A suitable Senior Project advisor will be selected for the project based on this proposal (this will usually be the Ajarn that the student discussed the project with).

Possible Senior Projects could be: a self-guided study, an in-depth report based on a concurrent co-op/internship or service-learning experience addressing some problem, a focused exhibition, a media-related project, a globally-focused project, a foreign language-based project, among others.

The student needs to prepare a **Senior Project Prospectus** tied to the initial proposal in the first month of the semester when the project is being done with the project advisor. This Prospectus becomes the basis of the work to be completed in the project. It will become part of the Senior Project Portfolio.

Students need to regularly work on the project throughout the semester and provide the advisor with regular substantial updates on the development on their project. This is to ensure their work on the project during the semester will enable them to complete the project as written in the Prospectus by the time it is due. To do this, students should complete intermediary steps, such as two drafts or versions of the project during the final month before the **Final Project** is due. Students need to complete a **reflective essay** on the development and completion of their senior project for their **Project Portfolio**.

DETAILS ON PROJECT PROSPECTUS

The prospectus should contain the following elements, as a template and starting point for the final project. **This needs to be completed prior to starting your final product.**

- Title page
- Approval page
- Background or Introduction – Briefly present the context and rationale for the problem addressed in the project, including relevant citations from key materials in a standard style and format.
- A summary of
    - Project Hypothesis, Objectives or research questions – sketch the focus & aims of the project.
    - Research Methods or Approach – relate how you will investigate and do the project or achieve the objectives; include citations from relevant literature.
    - Project Outcome - What are the expected results or product of the project? What will be the format of the project?
- Bibliography of "References Cited" in a consistent standard style and format.
- Project Timeline - Provide a suitable timetable of project benchmarks, achievements, completion.

FINAL PRODUCT

The student will make and submit a **Senior Project Portfolio**.

The Portfolio will include:

- the student's initial **project proposal**,
- the approved **Project Prospectus**,
- the **Final Project**
- a **reflective essay** on doing the senior project.
- **Intermediary products or versions of the senior project** may also be included in the portfolio to show how the project evolved.

The default final project is an 8000-word paper (+/- 10%) measured from the first word of the introduction to the last word of the conclusion, excluding the abstract, bibliography, and appendices. Other formats would also be acceptable, but they must be agreed on with your advisor and specifics (e.g. length of recording, etc.) included in the Project Prospectus.

DEADLINE

The final and complete Senior Project Portfolio is **due at least one week before the university grading deadline** in the semester in which the project is being done. Students will be informed of the exact deadline after the university releases the full version of the academic calendar.

STYLE GUIDANCE

1. Use font size 12, 1.5 space, 1 inch/2.2cm margins, and one of the following fonts:
   a. Times New Roman
   b. Garamond
   c. Georgia
   d. Calibri
   e. Helvetica
   f. Arial
2. **Any citation style that has in-line citation is acceptable but use it consistently.** (e.g. Chicago B, APA, MLA)
   a. It is recommended that if you are going on to a Master's in business or social sciences you should practice using APA or Harvard.
   b. It is recommended that if you are going on to a Master's in the humanities you should practice using MLA.
3. Use the cover page provided at the end of this syllabus on your final paper

MITIGATING CIRCUMSTANCES & DEADLINE EXTENSIONS

Mitigating circumstances are circumstances that are beyond your control that could not be reasonably predicted or protected against. You will need to have legitimate circumstances for which you might require an extension or alteration in the Project. Changes must be made by the time of the mid-term exams in the semester when the project is being done. This limitation does not apply to extensions.

TRAFFIC DOES NOT CONSTITUTE MITIGATING CIRCUMSTANCES

This is not a first-year course, so you must have been in Bangkok for at least a year. As such, you are expected to know how bad traffic here can get. The only exception is if something extraordinary happen (e.g. a coup d'état attempt blocking roads in and out of the city, flood water blocking roads in and out of your home, a nationally significant protest group blocking your way, or similar)

LOSS OF COMPUTER OR DATA DOES NOT CONSTITUTE MITIGATING CIRCUMSTANCES.

Save your work to the cloud and have multiple back-up copies. (e.g. one on the cloud, one on your computer, and one on a USB drive)

INTERNET DIFFICULTIES ON DEADLINE DATE DOES NOT CONSTITUTE MITIGATING CIRCUMSTANCES.
Internet will be slow on submission day due to many projects being due at the same time. Submit at least 24 hours early if you can. The only exception to this is if the system itself goes down completely. If that is the case, I will make an announcement in the Facebook group.

Acceptable mitigating circumstances to qualify for a deadline extension:
- Death of a close family member (Death certificate needed)
- Death of a family pet (Vet's note needed)
- Serious illness of a close family member (Doctor's note needed)
  - Definition of serious illness: Illness that has been judged by the doctor as to be likely to cause death or permanent damage.
- Illness requiring an overnight stay at the hospital or bed rest (medical certificate/doctor's note needed)
  - Note that if you did not stay in the hospital the medical certificate/doctor's note would need to specifically say that you have been prescribed bed rest or ordered to not work by a doctor.
- Illness or Injuries that would prevent you from working e.g. broken arm or collar bone, chronic fatigue (requiring medical certificate/doctor's note).
- Any other serious disruption that could not be reasonably foreseen and prepared for. (discuss with your supervisor to see if your situation is applicable and what will be the level of proof required).

PLAIGERISM

What is Plagiarism?

Plagiarism is presenting someone else's work in a way that the reader might mistake it for your own work, by incorporating it into your work without full acknowledgement. All published and unpublished material, whether in printed or electronic form, is covered under this definition.

Why does it matter?

Copying other's works to present as your own completely defeats the purpose of education. An assignment's purpose is for the instructor to judge how well you have learnt the course material. This judgement cannot be accurate if the work submitted is not your own. In addition, you would be attempting to profit from theft of other people's work. This is not an action we can endorse or allow. It is unethical and can have severe consequences for your future, both academically and professionally.

What happens if you plagiarized?

If a piece of work making up a significant part of your final score is **wholly** copied from another person's, This will be seen as a very serious breach of ethics and you will be referred to the faculty's exam committee. The committee may decide to give you an F for that class, a W for all other classes that semester, and a deduction of a significant amount of your behavioral score. Repeated breach of this nature may result in suspension or expulsion.

For lesser cases, points will be for that assignment. This can be anywhere from 5% of maximum to that assignment be given an automatic zero for that assignment. Attempting to cover up plagiarism may result in an automatic zero for that assignment or a referral to the exam committee.

What about reusing your own past work in your essay?

In some cases, this will be allowed, with your supervisor's permission.
Past work can be used as a part of a new essay with the permission of your supervisor providing that it fits the following conditions:
- It is no more than 25% of the total wordcount.
- The text is descriptive and not analytical in nature (e.g. a synopsis of a piece of media under discussion, or historical background of a subject)
- The reused part must be declared in the footnote of the respective page e.g. "paragraphs 2 and 3 is from a piece of work previously submitted to [course number & abbreviated name]"

Not requesting permission first will be treated as self-plagiarism which is treated the same as plagiarism. You may not receive permission if re-summarizing (and changing its focus to suit the topic) makes up a key part of the assessment of your academic ability for that particular topic.

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[TITLE]

[Subtitle – if any]

By
[Name]
[Student ID]

submitted as part of the requirements of
[Course number and name]

[Date]

Word Count: [word count]