

# CGSC 4908A

## Honours Thesis

### OUTLINE

To complete your thesis you will work closely with a faculty member on a piece of original research. This class is designed to help you with the thesis process and with other aspects of completing your degree.

General information about the honours thesis is available in the Honours Thesis Guidelines Document, available on the cuLearn page for this course and on the ICS website at <http://carleton.ca/ics/current-students/undergraduate/forms-and-documents/>.

### CLASSES AND COURSE WEB PAGE

There are no formal classes scheduled for this course. I will periodically post modules on cuLearn that will focus on topics that are relevant to completing your Honours Thesis, applying to Graduate school, applying for Scholarships, etc. You are also required to meet with me at least once in September, and November and and January to discuss the progress of your Thesis, and to ask any questions you may have. I will also be available throughout the year during my office hours for consultation.

### END OF YEAR PRESENTATIONS

You are encouraged to present the results of your research at the Cognitive Science Spring Conference. More information will be provided as the year progresses.

### HONOURS THESIS CONTRACTS

You must have a completed HONOURS THESIS CONTRACT on file. It is important for students to understand that their contract with a supervisor carries an obligation to remain in communication concerning a schedule of work, the meeting of deadlines, and so forth. Otherwise a supervisor may rightfully conclude that the student is not upholding his or her part of the agreement.

**Instructor:** Dr. Mark MacLeod

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**Phone:** 613.520.2600 x1710

**Office:** Dunton 2216

**Office Hours:** Wednesdays 1:00 to 2:30 and by appointment

Course prereqs: fourth year standing, CGSC 3908 and CGPA of 8.0

### Important Dates

#### September 2019

First mandatory meeting with me to discuss your project

#### November 2019

Second mandatory meeting with me to discuss your project

#### January 2020

Third mandatory meeting with me to discuss your project

#### Early April 2020

Present poster at ICS Spring Conference (optional)

#### April 25, 2020

Honours Thesis due

## REGULATIONS AND INFORMATION COMMON TO ALL COGNITIVE SCIENCE COURSES

**REQUESTS FOR ACADEMIC ACCOMMODATION:** You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

**Pregnancy obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the [Student Guide](#)

**Religious obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the [Student Guide](#)

**Academic Accommodations for Students with Disabilities:** The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the [PMC website](#) for the deadline to request accommodations for the formally-scheduled exam (if applicable).

### PLAGIARISM

The University Senate defines plagiarism as “*presenting, whether intentional or not, the ideas, expression of ideas or work of others as one’s own.*” This can include:

- reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in “*substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.*”

Plagiarism is a serious offence, which cannot be resolved directly with the course’s instructor. The Associate Deans of the Faculty conduct a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They range from a mark of zero for the plagiarized work to a final grade of "F" for the course, and even suspension from all studies or expulsion from the University.

## **GRADING SYSTEM**

Letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100   B = 73-76   C - = 60-62

A = 85-89   B - = 70-72   D+ = 57-59

A - = 80-84   C+ = 67-69   D = 53-56

B+ = 77-79   C = 63-66   D - = 50-52

F      Failure. No academic credit

ABS   Absent from the final examination

DEF   Official deferral (see "Petitions to Defer")

FND   "Failed, no Deferral" – assigned when the student is absent from the final exam and has failed the course on the basis of inadequate term work as specified in the course outline.

Standing in a course is determined by the course instructor, subject to the approval of the Chair and Faculty Dean.

**For a list of dates and deadlines, including holidays and exam dates, please visit:**

<https://carleton.ca/registrar/registration/dates-and-deadlines/>

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here:

<https://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/>

### **Important Information**

- Students must always retain a hard copy of all work that is submitted.
- All final grades are subject to the Dean's approval.
- For me to respond to your emails, I need to see your full name, CU ID, and the email must be written from your valid CARLETON address. Therefore, please send all email from your Carleton CMail account. If you do not have or have yet to activate this account, you may wish to do so by visiting <https://carleton.ca/its/>