

ALDS 6109: Doctoral Project 1 (DP1)

1. *Overview:* After students have completed the two required courses, ALDS 6101 and 6102, in the program, they are eligible for the first doctoral project (DP1; ALDS 6109). DP1 is usually a written literature review of areas that are relevant to the dissertation topic, and that depend upon a student's dissertation focus. The papers should, at the minimum, address both theoretical and methodological questions. This procedure is similar to the comprehensive examination, which is common to most doctoral programs in North American universities.
2. Students **MUST** be continuously registered in ALDS 6109 until DP1 is completed and the Satisfactory/Unsatisfactory mark is submitted (see Milestones).
3. In consultation with the student, the supervisor* strikes an advisory committee of two (or more) advisors. The advisors may be faculty members at Carleton University or at other universities, and the committee may include an expert in the field of study from outside of academia.
4. In collaboration with the student and the advisory committee, the supervisor develops two or three questions for examination:
 - a. Two questions result in two longer papers (approximately 20-25 pages each) or,
 - b. Three questions result in three papers (approximately 15-20 pages each).
5. The student has **up to 90 days** upon the receipt of the questions to produce clean copies of the papers and submit them to the supervisor. This takes place in an examination context. Thus, the student does not ask the supervisor for assistance other than for clarification and does not submit drafts to the supervisor for feedback (e.g., as in the drafting/feedback/revision cycle common to an MA thesis).
6. The supervisor determines whether the DP1 papers are ready for consideration by the advisory committee.
 - a. *If the supervisor considers the DP1 papers are suitable*, the supervisor sends them to the committee. The committee, including the supervisor, read the papers and prepare several questions or points for discussion for the defence.
 - i. The supervisor schedules a defence date, ideally 30 days after the advisory committee members receive the papers. The committee members attend the presentation in person, or by video or audio link.
 - ii. At the defence, the student delivers a 20-minute overview of the papers, answers questions, and engages in discussion with the committee. Usually this involves two rounds of questions and comments, with the advisory committee members and supervisor taking turns.
 - iii. After the defence, the supervisor confers with the advisory committee members and they determine whether the course is marked Satisfactory or Unsatisfactory.
 - iv. The advisory committee and the supervisor fill in the DP1 forms and return them to the SLALS Graduate Administrator.
 - v. If DP1 is marked Unsatisfactory, this becomes the exit point from the program.
 - b. *If the supervisor considers the DP1 papers are not suitable*, the supervisor brings concerns about the papers to the graduate committee of ALDS. The ALDS committee makes a recommendation regarding the next steps; that is, if a 30-day extension is needed or if DP1 is considered Unsatisfactory, and this becomes the exit point from the program.
7. The Departmental Graduate Supervisor submits the grade electronically.

*Here, supervisor refers as well to co-supervisors.

ALDS 6209: Doctoral Project 2 (DP2)

1. *Overview*: After students have completed doctoral project 1 (DP1/ALDS 6109), they are eligible to register for DP2 (ALDS 6209). DP2 is a proposal for the dissertation project. Students submit DP2 to the supervisor for approval. This procedure is similar to the proposal defence, which is common to most doctoral programs in North American universities.
2. Students **MUST** be continuously registered in ALDS 6209 until DP2 is completed and the Satisfactory/Unsatisfactory mark is submitted (see Milestones).
3. The advisory committee that was struck for DP1 may be altered, depending on the requirements of the student's doctoral research.
4. Students consult with the supervisor in **preparing** a plan for their doctoral research. This may involve a limited amount of direction and consultation, including additional reading in relevant areas of research and theory. This may also involve limited consultations with the advisory committee members. However, it is important that the student be able to conceptualize the study autonomously without undue dependence on the supervisor.
5. The student has up to two consecutive terms from the original registration in ALDS 6209 to **produce** a written proposal of 25 to 35 pages for the dissertation project. The **two term limit** must include both the writing and defence of DP2. No student shall be registered in DP2/ALDS 6209 longer than two terms.
6. The student submits the proposal to the supervisor.
7. The supervisor determines whether the proposal is ready for consideration by the advisory committee.
 - a. If the supervisor considers DP2 is suitable, it is sent to the advisory committee. The committee, including the supervisor, read the proposal and prepare several questions or points for discussion for the defence.
 - i. The supervisor schedules a defence date, ideally 30 days after the advisory committee members receive the papers. The committee members attend the presentation in person, or by video or audio link.
 - ii. At the defence, the student delivers a 20-minute overview of the proposal, answers questions, and engages in discussion with the committee. Usually this involves two rounds of questions and comments, with the advisory committee members and supervisor taking turns.
 - i. After the defence the supervisor confers with the advisory committee members and they determine whether the course is marked Satisfactory or Unsatisfactory.
 - ii. The advisory committee and the supervisor fill in the DP2 forms and return them to the SLALS Graduate Administrator.
 - iii. If DP2 is marked Unsatisfactory, it becomes the exit point from the program.
 - b. If the supervisor considers DP2 is not suitable, concerns about the proposal are brought to the graduate committee of ALDS. The ALDS committee makes a recommendation regarding the next steps; that is, if a 30-day extension is needed or if DP2 is considered a failure, and this becomes the exit point from the program. If DP2 is considered Unsatisfactory, it is marked as Unsatisfactory.
 - b. The Departmental Graduate Supervisor submits the grade electronically.
8. If DP2 is marked Satisfactory, the student is considered "All but dissertation" (ABD), or PhD candidate.

ALDS 6309: Doctoral Project 3 (DP3)

1. *Overview*: After students have completed doctoral project 2 (ALDS 6209), they are eligible to register for DP3 (ALDS 6309), while continuing to work on data collection and analysis for the dissertation.
2. DP3 should be completed within **one term** from the time of registration in ALDS 6309 (see Milestones).
3. The advisory committee that was struck for DP1 and/or DP2 may be altered, depending on the requirements of the student's doctoral research.
4. The student, supervisor, and, if useful, the advisory committee, negotiate the final outcome for DP3, whatever is most beneficial to the student's doctoral work. The outcome must be of direct relevance to the student's doctoral research. Outcomes of DP3 include, but are not limited to:
 - a written progress report, presenting data, analysis, and findings to date from the student's doctoral research;
 - a research-based conference paper;
 - a research article, prepared for submission to a publication (e.g., a peer-reviewed journal, a disciplinary web resource, a professional newsletter);
 - a chapter prepared for an edited collection;
 - a pedagogical workshop (with workshop materials), drawing on the data, analysis, and/or initial findings from the doctoral research.
5. The supervisor determines whether the DP3 outcome is suitable for consideration by the advisory committee and whether there will be an oral presentation component for the supervisor and the advisory committee. If an oral component is included in the DP 3 outcome, the advisory committee members attend the presentation in person, or by video or audio link.
 - a. If the supervisor considers the DP3 outcome suitable, the supervisor sends it to the advisory committee.
 - i. The advisory committee members provide written feedback on DP3 to the supervisor.
 - ii. The supervisor confers with the advisory committee members, and they determine whether the course is marked Satisfactory or Unsatisfactory.
 - iii. The supervisor shares the written feedback and the grade with the student.
 - iv. The supervisor fills in the DP3 forms and returns them to the SLaLS Graduate Administrator.
 - b. If the supervisor considers the DP3 outcome is not suitable for the advisory committee, the supervisor brings concerns about DP3 to the ALDS graduate committee. The ALDS graduate committee makes a recommendation regarding the next steps; that is, if a 30-day extension is needed or if DP3 is considered Unsatisfactory, and this becomes the exit point from the program.
6. The Departmental Graduate Supervisor submits the grade electronically.