

## Final Preparation for Proposal and Defense

This is example starts with an arbitrary dissertation defense date of May 15, 2002. Do you work fast? Do you work slow? How much time do you have available.

| Date   | Approx. Days Needed  | Person Responsible             | Task   |
|--|--|--------------------------------|--|
| End of Fall  | <i>If you are working on your dissertation proposal:</i> You should have an approved mini-proposal. Corrections to this mini-proposal should be completed in early Spring. The mini-proposal should be “fleshed-out”. This typically means expanding the mini-proposal to cover all relevant topics and provide detailed explanation of procedures for conducting the study. |                                |  |
| <i>Prior to Final Corrections:</i> You should visit the College of Education Research and Stats lab (940)565-4414 for their advice on statistical analysis in Chapter 3. I suggest no less that two visits (at least one with your major professor). |  |                                |  |
| <i>Prior to Final Corrections:</i> You should be working on <b>no less than three major edits of your proposal &amp; defense</b>   |  |                                |  |
| <b>April 5</b>   | <b>No less than 10 working days</b>  | <b>Major Professor</b>         | ❖ <b>Corrections to your dissertation proposal/defense</b><br>❖ <b>This is the final “concept” edits before proposal/defense</b>   |
| April 19   | 7  | Student                        | ❖ Make final corrections from you major professor<br>❖ Send corrected copy to professional editor to correct APA style, grammar, & spelling  |
| April 26   | 3  | Student                        | ❖ Make corrections made by professional editor<br>❖ Send final corrections to your major professor and committee   |
| <b>May 1</b>   | <b>No less than 10 working days (five days for reading) (five days for public announcement)</b>  | <b>Dissertation Committee</b>  | ❖ <b>Final Copy of Paper to Committee</b><br>❖ <b>Reading your proposal/defense and determining readiness of presentation</b>  |
| <b>May 15</b>  | <b>0</b>   | <b>Student Major Professor</b> | ❖ <b>Defend Written Proposal/Defense</b>   |
| May 24   | 10   | Student Major Professor        | <i>If you are defending your proposal:</i> You will need to make corrections suggested by your committee and submit the corrections to your major professor. You will then continue with your dissertation - concentrating on Chapter 4 & 5.<br><i>If you are defending your dissertation:</i> You will need to make corrections suggested by your committee and submit the corrections to your major professor. It is suggested that after the corrections are made that you resubmit the dissertation to the professional editor for a final reading - you will be much more satisfied with the final results. The final dissertation will then be turned into the graduate school for final approval. |