

2024 Guideline for Capstone Projects (Last updated June 2024)

A vital component of the University of Oklahoma Health Sciences Center (OUHSC) Doctor of Audiology (AuD) Program is the capstone project. Every AuD student is expected to complete and present a capstone project **during the SPRING 3 semester of the AuD program** while enrolled in CSD 8490 SS: Grand Rounds. Students work, with the assistance of at least one faculty mentor, to design and complete a capstone project. The purpose of the project is to help students understand the research process. Practitioners need the ability to evaluate and integrate research findings into best practices for the profession.

All students are expected to prepare and present a formal 15-minute slide presentation to their peers, faculty, and other interested professionals and guests. More than one student may work on distinct phases of the same project if approved by the capstone mentor.

Possible projects include, but are not limited to:

1. Original research, including an approved systematic review or meta-analysis
2. New analysis of data that faculty have collected producing original outcomes
3. New analysis of data in other existing databases producing original outcomes
4. Program development and evaluation
5. Educational projects
6. Quality improvement projects
7. Proof-of-concept projects

IRB Training:

Students are required to complete the **CITI Basic Course** to meet the Institutional Review Board (IRB) training requirement. The CITI Basic Course is a web-based course in the protection of human research subjects. The course contains several modules; and each module includes a brief quiz. The entire module requires four to six hours to complete. The program allows multiple logins to complete all modules.

When creating a new account:

- Go to <https://about.citiprogram.org/en/homepage/>
- Choose “register” in the upper right corner to create a new account, or “login” to access an existing account.
- Use your OUHSC email address, and
- Affiliate with **University of Oklahoma Health Sciences Center**
- Complete either OUHSC CITI **Group 2 or Group 3** Human Research training:
 - Human Research Group 2: Social/Behavioral Research Investigators and Key Personnel, or
 - Human Research Group 3: Research Investigators and Key Personnel requiring both Biomedical and Social/Behavioral

Students are expected to complete the CITI Basic Course any time during their **first two semesters** in the AuD program. If students have already completed the course, then provide documentation to the AuD Program Coordinator. The CITI Basic Course is good for three years. After that, a **CITI Refresher** course may be required.

Approved November 2011; Updated March 18, 2015; Updated & Approved August 28, 2015; Updated July 24, 2018; Last Updated April 5, 2023; Last Updated June 2024

After completing the CITI course:

1. Print and or save an e-copy of training documentation and the certificate of completion for your records.
2. Email documentation of completion of CITI training to the AuD Program Coordinator.

After IRB CITI training is complete, students are expected to select a capstone mentor in the first year (i.e., during the FALL 1, SPRING 1, or SUMMER 1 semester) of the AuD program. Students, in consultation with their mentor(s), should identify a capstone topic no later than the FALL 2 semester of the AuD program. The capstone project leads to the production of outcomes which culminate in the formal presentation of capstone projects during the SPRING 3 semester of the AuD program (i.e., prior to the fourth year full-time clinical experience). A plan should be developed that includes a timeline for completion of each phase of the project. If the student's faculty mentor is off-site, students should also identify a full-time faculty member to serve as a co-mentor.

Timeline:

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| 1. Fall 1 or Spring 2 semester | Complete IRB CITI training. |
| 2. Year 1 (Fall 1, Spring 1, or Summer 1 semester) | Identify a mentor. |
| 3. Fall 2 semester | Identify a topic. |
| 4. Spring 2 semester | Complete literature review and methods. |
| 5. Summer 2, Fall 3, Spring 3 | Complete data collection and analysis. |
| 6. Spring 3 semester (CSD 8490 SS: Grand Rounds) | Complete slides and present project. |

Topic title: _____

Mentor: _____ Date: _____

Students: I understand these requirements for satisfactory completion of the AuD capstone project.

Name of Student: (please print) _____

Student's Signature: _____

Date: _____

Mentors: I have approved the plan for this project and will serve as the faculty mentor to ensure its satisfactory completion.

Name(s) of Mentor(s): _____

Mentor's Signature: _____

Date: _____