

ELIT 490 Senior Project ACADEMIC PAPER

SUBMISSION DEADLINES

Students will be expected to hand in work at regular intervals in the Spring Semester. Elements to be graded in this segment of the Project may include: Outline, Working Bibliography, drafts of chapters or sections of chapters, etc., at the discretion of the individual Supervisor. The deadlines for submissions of first draft, final draft, and finished paper are as follows:

Week 8: First draft (at least 3,500 words excluding quotations/footnotes/Works Cited etc.)

Week 11: Final draft (full length, 5,000-6,000 words total excluding quotations/footnotes/Works Cited etc.)

Week 13: Finished paper

Late or inadequate submission of work during the semester will significantly lower the 30% grade for the preparatory material.

See below for more details about submission of the finished paper.

THE SUPERVISOR AND THE READER

The Supervisor is responsible for guiding the student's writing. Supervisors are expected to hold frequent meetings with their students in order to make sure that their work is progressing satisfactorily. However, the onus is on the student – not the Supervisor – to arrange these meetings, and the student alone is responsible for ensuring that each of their deadlines is met. For details of this process, see the document **ELIT 490 Introduction – For All Options**.

In addition to the Supervisor, one other Reader will be responsible for grading the final Project. The reader will be from the ELIT Department or from outside the Department, where appropriate.

Selection of Supervisor and Readers

Supervisor: Each Senior Project student will be informed of who their Supervisor is towards the end of the Fall Semester.

Reader: Readers will be chosen by the ELIT Department and will be anonymous. As far as possible, the Department will seek to match each Senior Project to a Supervisor and a Reader who have interests in the field(s) on which the given Project focuses.

THE FINAL TEXT

The Senior Project will be the product of independent and critical research. Therefore, the paper should not be purely expository (or explanatory). Given the aspirations of the Department and the overall research emphasis of Bilkent University, it is hoped that at least some of the completed Senior Project academic papers will be publishable in (under)graduate literary journals.

The final text will be between 5,000 and 6,000 words in length, excluding quotations/footnotes/Works Cited etc.; **both limits are non-negotiable.**

The paper will include an introduction, a certain number of chapters, and a conclusion, as well as footnotes and a Works Cited list.

The paper should conform to the most recent MLA Handbook.

The paper should present an original, well-argued, and coherent thesis, with adequate evidence, written in correct English.

The paper should deal with at least one substantial work or a number of shorter ones; it should show substantial engagement with critical and/or theoretical material pertaining to the subject.

At least half of the texts analyzed should have been originally published in English, although a comparative approach is allowed; that is, students may write part of their paper on a work previously published in a language which they are competent to read, either reading that work in an English translation or in the original. If they take the comparative option, an English translation must be provided for all non-English quotations in the final paper and in other preparatory writing.

Submission of the final paper

Three hard copies and an electronic copy of the final paper must be submitted to the Department Secretary by 17-00 on the Friday of week 13. *After that date, the work may not be modified, unless express prior authorization is obtained from the Supervisor.* **An electronic copy must also be submitted via Turnitin, so that the paper can be checked for plagiarism** (specific details of how to submit via Turnitin will be provided before the deadline for submission). The final paper must fulfill the style requirements listed below.

Style Guide

The work must:

- Be typed (do not use color)
- Use a legible font (avoid fancy ones)
- Have wide (at least 1 inch) left, right, top, and bottom margins
- Be double-spaced throughout (excluding the footnotes)
- Be numbered (bottom of the page, centre)
- Be spell-checked (use British or American spelling throughout, and be consistent)

- Include a title page which has the Bilkent logo, Department name, project title, student's name, names/titles/Departments of Supervisor, academic year, and date submitted (*in that order*)
- Include a separate page with an abstract of 200-300 words in English
- (If any part of this work has been submitted elsewhere) state, on a separate page, where it has been submitted and how it differs from this document

EVALUATION

1. Research/Drafting Process and Preparatory Materials: 30%

2. Final Text: 70%

Both elements are obligatory: failure to complete either of them will mean failure of the course.

1. The Research/Drafting Process and Preparatory Materials

This will be graded by the Supervisor alone.

2. The Final Text

The final text will be graded by the Supervisor in consultation with the Reader.

Overall Grading Scheme

A+ = 96-100

A = 90-95

A- = 88-89

B+ = 86-87

B = 80-85

B- = 78-79

C+ = 76-77

C = 70-75

C- = 68-69

D+ = 66-67

D = 50-65

F = 0-49

OTHER IMPORTANT INFORMATION

Penalty for late submissions

If a student misses the deadline for any of the preparatory assignments, the Supervisor will decide on the extent to which the submission will be penalized. Late submission of the finished paper will result in 10 marks being deducted from the final grade for each and every day that the finished paper is overdue. Therefore, submitting the finished paper two days late, for example, would result in a loss of 20 marks.

Plagiarism

Bilkent University's policy on academic honesty will be strictly enforced. Each Senior Project will be checked for plagiarism electronically (by Turnitin); the Supervisor and the Reader may also check the work for plagiarism if they deem this necessary. Students are urged to familiarize themselves with the university policy concerning plagiarism at

<http://www.provost.bilkent.edu.tr/procedures/AcademicHonesty.htm>

There is also a Turkish version at that address.