**Capstone Project Outline**

This is a suggested outline for your research papers. However, each individual project may require some deviation from this outline. But however your outline is arranged, the point of it is to provide you (and ultimately, the reader) with a road map so that you can easily arrange your research into a written paper. **Your outline should consist of written sentences, not just a few words.**

Introduction

I. Introduce your topic.  
II. Explain the nature of your topic.  
III. Provide background research and/or review of literature.   
IV. Identify primary research questions.   
V. State the thesis, confidently.

Body

I. Elaborate on your topic.  
II. Define your research problem.  
III. Discuss your research problem.  
IV. Touch upon the previous research, if relevant.  
V. Present strong evidence to support the thesis.  
VI. Justify your thesis.

Financial Considerations

I. Explain the financial impact of your project or cost to society of issue area.

II. Provide budget analysis, revenue projections and/or budget spreadsheets.

III. Provide return on investment or objective.

IV. Justify cost of funding your project or if researching issue, explain necessity of maintaining status quo or changing policy.

V. Provide explanation of necessary fundraising to fund project. (if applicable)

Project Management Components (if applicable)

I. Explain what steps must be taken to bring your project to fruition.

2. Provide timelines of these steps.

Communication/New Media

1. Explain how your project takes into account demands of new media.

2. Identify potential uses of new media with your project.

3. Provide description of intended components of your new media strategy.

4. Explain limitations of your new media strategy.

Conclusion

I. Summarize the main points.  
II. Recount the most relevant evidence.   
III. Restate the thesis, boldly and authoritatively.

IV. Summarize costs and expected timelines (if applicable).

V. Offer suggestions for future research/projects.   
VI. Conclude the discussion effectively.