Formatting the Capstone Project Proposal

1. The outline/proposal for the capstone project should be eight to ten pages in length. Samples available upon request to gero@sfu.ca.

2. The reference/bibliography section or any appendices (e.g., scales, diagrams, audit instruments examples or other relevant materials) do not count towards the page limit.

3. Students will send a final copy of the capstone project proposal to their senior supervisor and committee member/s approximately one week prior to the proposal presentation for review.

4. Students will prepare a short (maximum 15-minute) Powerpoint or Prezi presentation of the project proposal presentation for the committee. This presentation can be sent to the senior supervisor via email prior to the presentation date or students can bring it with them on a flashdrive on the day of the presentation.

5. Students will bring with them two hardcopies of the Powerpoint presentation to the proposal presentation.

6. Students send a copy of the project proposal and a pdf version of the Powerpoint slides to the Graduate Program Assistant at gero@sfu.ca after the proposal is presented to their Committee.

Formatting of Bibliography

This can be done in one of two ways:

1. Divided into two sections: a) Cited materials b) Materials not cited but relevant to the final capstone project

2. Listed in alphabetical order in the bibliography with a note in parenthesis indicating which ones were cited in the capstone project proposal.