**College of Business and Innovation**

**COBI Honors Capstone Project Guidelines**

* Identify a problem in an organization you have access to (i.e., internship, job, etc…). Formulate an improvement plan to address the chosen problem. Also devise a process for implementation of the improvement plan. It is not required that the plan is actually implemented by the organization.
* Both improvement and implementation plans should be based on theory. There should be approximately 10-20 references to scholarly works found in the literature.
* The paper should be a minimum of 15 double-spaced pages
* The plan will then be presented to both the faculty advisor, the director of the honors program, and other interested parties.
* The faculty advisor should be from department where major is housed
* This project is to be completed during the student’s senior year
* The presentation should be at least 15 minutes in length
* Both approval Form with signatures and capstone cover page with signatures must be completed
* Three copies are necessary. Deliver one to the faculty advisor, one to The COBI honors director, and one to The Dean of the Honors College