

## **Recommendations for your topic proposal**

Your proposal should include the following components. If your proposal needs to be short, you can conflate points a, b, and c in one section:

- a. Your projected title.
- b. The objectives of your paper. (Objectives)
- c. Brief reasons why your research will be useful. (Justification.)
- d. A review of the methods for obtaining the conclusions that you expect, such as possible consultation of disciplinary and interdisciplinary scholarship, survey of published and/or unpublished sources, structural analysis, comparisons between works, examinations of the text, examination of editions, performing parts, etc. (Methodology)
- e. A preliminary TABLE OF CONTENTS, listing your anticipated sections and/or chapters. (Organization.)
- f. A short paragraph about what you hope to find or achieve. (Anticipated Conclusions.)
- g. Brief selective bibliography including primary sources (scores, recordings) and secondary sources (books, articles, etc). (Preliminary Bibliography.)

## **Requirements for the presentation and discussion of your paper (due during the last two weeks of classes).**

- The presentation and defense of your paper usually takes place during the last two weeks of the seminar (see calendar)
- You will send your paper draft or at least your expected central points to your colleagues in seminar at least 48 hours in advance, so they can ask good questions.
- Your presentation in seminar will last approximately twenty minutes. You will state your conclusions at the opening of your presentation, show your methodology through specific examples, and add complementary information that was not included in the body of your paper. It will be assumed that the seminar members will have read your summary and will be ready to discuss it outright for about 10 minutes.
- Conversely, you will read your colleagues' conclusions and be prepared to question, contest and/or expand on the conclusions, as well as comment on the writing style and presentation, as applicable.
- All corrected papers will be posted the seminar site and/or google folder. It is recommended that you collect copies of worthy papers for your e-portfolio and/or personal library.