**EBTM 881 Project Proposal Form**

Please complete questions **one through five** and submit this document to the Supply Chain Graduate Program Director, Dr. Natalie M. Scala.

Submit complete form, questions, and/or concerns to supplychain@towson.edu or Stephens Hall Room 301

|  |  |  |  |
| --- | --- | --- | --- |
| Student Name:  |  | Student ID: |  |
| Email Address:  |  | Phone: |  |
| Faculty Advisor: |  | Faculty Email: |  |
| Proposal Date: |  | Intended Semester: |  |
| Project Title: |  |

1. Project Overview/ Background
2. General Methodology
3. Major Deliverables
4. Project Timeline
5. Workload (estimated hours for major tasks of the project, 100-120 hours are required)

I understand that:

1. The EBTM 881 Supply Chain Capstone Project is an independent project that is student driven and faculty supervised.
2. Failure to complete the project by the end of the specified semester will result in a grade of FX unless previous arrangements have been made with the instructor. Continuation of the project into a second semester may require registering for EBTM 882 Project Continuation (1 credit)
3. I may not use this project for any other course at Towson University.
4. It is my responsibility to schedule regular meetings with the instructor.

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Faculty Advisor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Program Director’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

TOWSON UNIVERSITY

Department of Business Analytics & Technology Management

EBTM 881 – Supply Chain Management Capstone Project

**Course Description**

The supply chain project course is the capstone course and is an independent research or applied project in content areas related to supply chain management. Students work under the supervision of their faculty advisors to address a significant theoretical or applied problem in supply chain management. The completed project should clearly present the problem of the research subject investigated or applied project undertaken, its significance to theory and business practice, the research or project background, a well-defined method, results or findings, and their implications.

**Eligibility**

MS-Supply Chain Management major. Completion of at least 15 credits in the MS-SCM program.

**General Advisory**

This course is positioned as the program capstone course and it is expected to apply multiple concepts developed in the program curriculum. The approved project will be completed by an individual student working closely with a faculty advisor and a supply chain management oriented organization.

To ensure that the project as appropriate for graduate study and the outcomes clearly defined, a proposal must be approved by the program director prior to the student beginning the project. Once approved, a section of EBTM 881 will be created in PeopleSoft for the specified semester. The student can then register for that 3-credit course. If the project is not completed within one semester, then the student may need to register for 1-credit of EBTM 882 Project Continuation.

Students should also be aware that learning in this format is radically different from the traditional classroom. While the faculty coordinator is available for consultation, the faculty member will not be directly overseeing the details of the student’s experience. Students enrolling in EBTM 881 should feel comfortable taking initiative, asking for assistance, and confronting problem issues when they arise.

The completed project will include a written paper and a presentation to the faculty.

**Proposal**

The project proposal is a 3-5 page document that outlines the project objectives and deliverables in sufficient detail to support faculty review and approval.

The proposal should address the following areas:

1. Project Overview / Background – Explain what you plan to accomplish by completing the project. Include how the project compliments the learning objectives of the program and relates to specific courses completed. Identify the organization(s) which will participate in the project, name of the person sponsoring the project and contact information. Provide a brief explanation of the organizational need that will be addressed by the project and how the project results will be used by the organization.
2. General Methodology – Explain the expected approach that you will use in executing the project. This may include data collection techniques, additional research areas, software tools, theory application, data analysis techniques, etc.
3. Major Deliverables – Identify the key deliverables of the project. These will likely include a written research paper, a presentation, and a research poster.
4. Project Timeline – Provide a general timeline (based on weeks) that identifies key deliverables and milestones. You may want to include a Gantt Chart.
5. Workload – Based on the major deliverables/activities identified above, estimate the hours required to complete the project. Keep in mind that the capstone project is a significant undertaking to synthesize and apply what you have learned in the program. It is the equivalent of a 3 credit course so a semester’s worth of work should be in the 100-120 hour range.
6. Faculty Supervisor – Based on the scope of the project, identify one or more faculty members who may serve as advisors on the project. The faculty supervisor will serve as your contact throughout the execution of the project. It is strongly recommended that potential faculty advisors be involved in the development of the proposal. If a faculty supervisor has not been identified, provide key areas of expertise (industry, software, theory, research, teaching) which can be used to identify an appropriate faculty advisor.
7. Required Signatures - The proposal must include the signatures of the Student, is the equivalent of a 3 credit course so a semester’s worth of work should be in the 100- 120 hour range. Faculty Advisor, and Program Director before the course will be created in PeopleSoft. Once the course is created in PeopleSoft, the student may register for the course. All of this must be completed prior to the end of the drop/add period for the chosen semester.