

### **Asian Studies Thesis : Recommended Timeline**

The following is a recommended timeline and due date to complete your thesis on time for graduation. Although some of the dates can be moved up to shorten the overall time, generally, to allow the appropriate time for research and rewriting, as well as to allow your readers time to give you feedback, you we recommend a minimum of three semesters to complete your thesis.

#### **The 3<sup>rd</sup> semester before you graduate**

Usually Spring Semester of your Junior Year

Weeks 1-5	Beginning of the semester	Start narrowing your thesis ideas, and thinking about who you want to work with on the thesis.  *It is a good idea to start speaking with the person you want to be your thesis advisor about possible topics, so you can start narrowing it down.
Weeks 7-9	By Spring Break (mid-October for Dec. graduation)	Choose your thesis committee. This consists of a thesis advisor (with whom you take your thesis hours), and two readers. Readers play as much or as little a role as you and the thesis advisor feel necessary.
Weeks 10-12	April-May (or October-November for Dec. graduation)	Meet with each reader/thesis advisor and get confirmation that they agree to be a reader for your senior thesis. You should prepare a short explanation (think 2 pages) of what you intend to research, why you chose to include them as readers, your timeline, and their duties (as in when and how they will participate). If they agree to participate, have them sign the <b>Thesis Advisor &amp; Reader Agreement Form</b> .
Weeks 14-15	Early May (late November for Dec. graduation)	Meet with Thesis Advisor and decide on final direction of thesis research, and what your advisor expects you to have when you return the following semester

#### **Break before final two semesters of school**

Usually this is the summer between Junior and Senior year

Begin research on thesis topic. READ and seek out sources on your topic. Start compiling your annotated bibliography. Contact your thesis advisor or readers when appropriate, for further guidance if necessary

### The 2<sup>nd</sup> Semester BEFORE graduation

Usually fall semester of your Senior year

Week 1	First week of classes (or before)	Meet with your thesis advisor and arrange a meeting time, fill out paperwork for thesis hours (if appropriate), and update your advisor on your thesis status.
Week 2	1 <sup>st</sup> week in September/Labor Day (or Martin Luther King, Jr. break for Dec. graduation)	Submit <b>Thesis Proposal plus annotated bibliography and outline of your thesis</b> This can serve as a rough draft of your introduction. <b>Submit this to your Thesis Advisor and your Readers.</b> See the <b>AS Thesis Guidelines</b> for more information about the proposal
Weeks 3-5	Mid-September (or early February for Dec. graduation)	<b>Fill in the outline with DETAILS</b> of the thesis with each chapter/topic heading, directions for each section, sources used and theories, arguments etc. for each section of thesis to your Thesis Advisor. <b>Submit to your advisor.</b>
Weeks 2-8	September and October (or February-March for Dec. graduation)	Continue meeting with advisor and working on research, taking notes, translating, and filling out the outline, working on problems in translating or concepts/analysis.
Week 9	Early November (or early April for Dec. graduation)	Outline should be more or less filled out in detail (practically not an outline anymore), most of your research and translations (rough) are completed, begin writing thesis.
Week 12	By Thanksgiving (or late April for Dec. graduation)	You should be working on <b>Rough Draft</b> of thesis and <b>refining translations</b> (if applicable)
Week 16	finals week	Submit <b>COMPLETE 1<sup>st</sup> draft</b> of thesis to thesis advisor. Advisor reviews thesis over break. You continue to do research and adding to thesis. This is usually around 20 pages with notes. It will expand and develop in the next few months, but serves as the main framework for your thesis.

### FINAL SEMESTER

Week 1	First week of the semester	Meet with thesis advisor, go over your advisor's comments/notes. Arrange schedule to meet with advisor for the semester. Fill out paperwork for thesis hours if appropriate.
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Weeks 1-7	First ½ of semester	Continue meeting with advisor as per schedule, and continue revising, adding to and refining thesis. Submit to your advisor when appropriate (for feedback).
Week 7	End of February (or end of September. If graduating in Summer, you must have your public presentation at UNC Research Day in April)	Register for <b>UNC Research Day</b> with advisor for the Asian Studies Panels, email a copy of the Research Day title, abstract, room/time of presentation to Asian Studies Coordinator. If you are graduating in Dec., arrange a public forum to present your thesis with the Asian Studies coordinator.
Week 9	BEFORE Spring Break/2 <sup>nd</sup> week in March ( or 2 <sup>nd</sup> week in October, or June 30)	<b>Complete Final Draft</b> of your thesis should be submitted to your main thesis advisor for final approval and comments/revisions
Week 10	AFTER Spring Break/last week in March (or last week in October, or 1 <sup>st</sup> week in July)	Advisor returns your thesis with final comments. You make changes, additions, revisions, etc.  Make revisions, and be sure that thesis is in the correct thesis format (margins, notes, bibliography, page numbers, title pages, etc. See the <a href="#">AS Thesis Guidelines</a> for information on proper formatting.
Week 11	Beginning of April/1 <sup>st</sup> week in April (or beginning of November, or end of July)	Submit final copy of your thesis in digital and hard copy (depending on reader preference) to all readers.
Week 12	Research Day/2 <sup>nd</sup> week in April (or mid-November for Dec. graduates)	Shortened version (approximately 8 pages) of your thesis presented at UNC Research Day for Asian Studies panels
Final semester week 14	4 <sup>th</sup> week in April (or the last week in November, or 1 <sup>st</sup> week in August)	Collect readers' comments on your thesis, and revise accordingly
Final semester week 15	1 <sup>st</sup> week in May (or 1 <sup>st</sup> week in December, or 2 <sup>nd</sup> week in August)	Visit readers with final revised copy of your thesis and <a href="#">Signature Page</a> . Collect signatures. Submit final, revised, <b>BOUND</b> copy of thesis with signed signature page to Asian Studies Coordinator.
Finals week in your last semester	2 <sup>nd</sup> week in May (or 2 <sup>nd</sup> week in December, or 2 <sup>nd</sup> week in August)	GRADUATE (summer graduates can participate in May graduation ceremonies).