

# HLTH AGE 4Z06: Health, Aging & Society Thesis

## Term 3 Fall/Winter 2020/21

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**Email:** andrews@mcmaster.ca  
**Lecture:** Mondays 11:30-2:20  
(occasional, synchronous via zoom)

**Office:** KTH 240 (available in my home office until the time campus reopens on 416 828 1982)  
**Office Hours:** Wednesday after 2:30pm

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## **Course Description**

Students are given a choice of one of three thesis experiences, based on their own goals and interests. One is oriented to developing expertise in academic knowledge and understanding; another in practice and program issues; the third in the process of knowledge production.

### **Option 1: Theses in Published Theory and Knowledge in Health and/or Aging**

This option has the student integrate theory and knowledge in a substantive area. Working with an academic supervisor, the student and supervisor would choose current literature in a specific area of interest. They would be expected to analyze, synthesize, evaluate and summarize the material they are reading.

### **Option 2: Theses Experience in Health or Social Care Practice**

This option involves the student working with a community supervisor to develop, implement and evaluate a program through the collection and analysis of data. Students could work in teams, depending on the scope of the project. Programs might be located in settings where the student has existing contacts.

### **Option 3: Theses Experience in Research/Inquiry**

This option sees students working with a supervisor to develop a research question, determine appropriate research methodology, collect data, analyze the data and write up the project in a traditional research thesis format.

### **Topic and supervisor selection:**

Students choose their own topic and then recruit a faculty member (not necessarily in Health, Aging and Society) or a community-based mentor as their supervisor. The Thesis Coordinator grant approval for a supervisor who is not a McMaster faculty member. Students might develop an independent project or link into the supervisor's ongoing research.

### **Ethics approval:**

All research involving direct contact (in person, by phone, or by mail) with human subjects **must** be approved by the McMaster Student Ethics Committee. If you are working on a project for which your supervisor has already obtained University ethics approval, you will not need to go through this step. If you are unclear as to whether your project requires ethics approval, discuss the matter with the Thesis Coordinator. You may obtain an ethics form online at <http://www.mcmaster.ca/ors/ethics/>. **All COVID protocols must be adhered to including the avoidance of face-to-face contact. Please note that ethics approval can take 4+ weeks.**

## **Course Objectives**

The thesis course allows students to develop and conduct a research project of their own choosing. By the end of the course students should be able to conduct all phases and aspects of the research process including proposals, literature reviews, ethics (if applicable), data collection (if applicable), analysis and synthesis, oral presentation, poster presentation, report/thesis writing.

## **Required Materials and Texts**

Because of the individualized nature of the projects, there are no required materials or texts. Supervisors will advise on readings.

## **Class Format**

Dispersed [synchronous online](#) classes and individual [telephone](#) meetings throughout the academic year

## **Course Evaluation – Overview**

**Proposal and Literature Review (marked by Supervisor) 25%**

**Proposal and Literature Review 15 min [Online Presentation](#) (marked by Thesis Coordinator) 10%**

**[Electronic](#) Poster (marked by Thesis Coordinator) 10%**

**Full Thesis (marked by Supervisor) 55%**

## **Course Requirements, Deadlines and Evaluation – Details**

Supervisor Information Sheet and Project Approval Form (at the end of this document) must be submitted to the Thesis Coordinator at the first class or at the first individual meeting with them.

A 12-15 page Proposal and Literature Review must be submitted both to the Supervisor and Thesis Coordinator ([both electronic versions via email](#)) on **NOVEMBER 20th**. Your supervisor will need to inform the coordinator of your grade by **DECEMBER 4th**.

An [electronic version of your](#) completed ethics approval form (if required) must be submitted to the Thesis Coordinator ([via email](#)) **ON NOVEMBER 20th, (or as soon as possible thereafter)**.

[An electronic version of your Poster must be submitted to the Thesis Coordinator no later than March 8th](#)

The thesis must be [submitted electronically](#) to your supervisor **NO LATER THAN APRIL 2nd**. Plan ahead to meet the deadline. You are **STRONGLY** encouraged to

submit an **electronic draft** of the thesis ahead of that time so that the supervisor can provide comments that you can incorporate into the final version. Your supervisor will need to inform the coordinator of your grade by **APRIL 16th**

The **FINAL ELECTRONIC COPY** of the thesis must then be submitted (by either you or your supervisor) to the Thesis Coordinator, before grades can be submitted to the Registrar. Grades are normally submitted to the registrar **WITHIN TWO WEEKS OF THE LAST DAY OF CLASSES**. Keep in mind that this copy of the thesis will remain in the Program Archives.

**This academic year no** bound copies of the thesis are required.

### **Weekly Course Schedule**

Zoom links to online lectures will be emailed to the class ahead of time.

Students only have to attend one individual meeting in September-October and one in January. Similarly they present orally only on one of the October dates.

For all individual meetings and oral presentations students will be allocated a timeslot and have an opportunity to change it.

**September 14: online class on course requirements**

**September 21: online class on ethics proposals**

**September 28: individual telephone meetings with the Thesis Coordinator to discuss thesis proposals**

**October 5: individual telephone meetings with the Thesis Coordinator to discuss thesis proposals**

**October 19: online class for oral presentations of thesis proposals and literature reviews to class**

**October 26: online class for oral presentations of thesis proposals and literature reviews to class**

**January 11: individual telephone meetings with the Thesis Coordinator to discuss thesis progress**

**January 18: individual telephone meetings with the Thesis Coordinator to discuss thesis progress**

**February 1: online class on electronic thesis posters**

## **Course Policies**

### **MAIN THESIS FORMAT:**

Textual material must be double-spaced; footnotes and long quotations should be single-spaced.

The first line of each paragraph and of each footnote should be indented five (5) spaces. Each chapter or division should begin 2" from the top of a new page, as should also the Table of Contents, the Abstract, a List of Illustrations, and the Bibliography. All other pages should have top and left-hand margins 1½" wide and a right-hand margin of 1" wide. The last line of the page, whether of text or footnote, should be no less than 1" from the bottom.

All pages are to be numbered except the half-title page, which is disregarded in the pagination, and the title page, on which the number (i) is implied but not given. For the remaining pages of the preliminaries, lower-case Roman numerals (ii, iii, iv, etc.) are centered ¾" above the bottom of the page. For the first page of each chapter or section, Arabic numerals (1, 23, 56, etc.) are similarly centered at the bottom of the page.

On all other pages of the text and reference matter, Arabic numerals should be in the top right-hand corner, 1" below the top of the page (this includes maps, tables, etc.).

### **SEQUENCE:**

A thesis normally comprises the following parts, arranged in this order:

(a) **Title Page**: The material on the title page is arranged symmetrically on either side of an imaginary vertical line 4½" from the left side of the page. Spacing and capitalization should be like those in the sample attached.

(b) **Descriptive Note**: To consist of degree and year; department; University name and location; full title in lower case; full name of author; supervisor; number of pages. To be numbered ii.

(c) **Abstract**: An abstract of not more than one page shall be included and shall indicate the major emphasis of the thesis, new discoveries and its contribution to knowledge. To be numbered iii.

(d) **Acknowledgments**: An expression of thanks for assistance given by the supervisor and by others should be set forth on a separate page. To be numbered in lower case Roman numerals.

(e) **Table of Contents**: A list of the major divisions in the thesis indicating their page numbers.

(f) **List of Tables**: A list of the titles of tables, with page numbers.

(g) **List of Figures:** A list of the titles of figures (illustrated charts), with page numbers

**The main body** of the thesis should be approximately forty (40) pages in length and should normally consist of the following four (4) parts:

(1) **Introduction and Literature Review:** This includes a brief (1 - 2 pages) introduction which sets up the topic and tells the reader in general terms what the purpose of the thesis is and how the research was done. The literature review (15 - 18 pages) presents relevant previous research, relates the research to your topic, and is synthesized so as to show both what is known and what still needs to be examined (i.e., show how your thesis will fill a gap in knowledge). Following the literature review, if appropriate, you should have a section on the theoretical approach you will use and/or describe the major concepts you will use. The end of part 1 should include a section, Research Questions. List the specific questions (1 - 5) that your thesis will ask and seek to answer, in order to address the gap in knowledge you have identified through your literature review. Note that this section takes your overall topic and breaks it into researchable questions. If appropriate for your thesis, also list your hypotheses in this section.

(2) **Method:** This section informs the reader of the methodological approaches to be used in the investigation. This includes (as appropriate): setting, sample, measures, and methods of analysis.

(3) **Results:** This section deals with the findings of the investigation. It provides the kind of data that enable the reader to make independent judgements regarding the nature and quality of the investigation. Your presentation of the results should reflect the research questions posed in part 1.

(4) **Discussion:** The discussion presents the major findings and interprets them in the light of the issues raised in the Introduction and Literature Review.

**References:** Use the format of one style manual (e.g., American Psychological Association).

**Appendices:** Appendices may include lists of materials, data, or whatever the supervisor deems appropriate.

## **SUGGESTED MARKING SCHEME:**

The following guidelines have been suggested to supervisors:

Introduction and Literature Review 15

Methods 10

Results 30

Discussion 25

Style 5

Process 15\*

Total 100

\* Process refers to such things as student participated in regular [non face-to-face](#) meetings (at least once a month), completed tasks on schedule, followed through on supervisor's suggestions, revisions, etc.

## **15 MINUTE ORAL PRESENTATION AND POSTER:**

Present an overview of your project to the class. Be prepared to answer questions from the class and the Thesis Coordinator. Provide the class with a handout providing an overview.

Poster requirements and content will be covered in the corresponding lecture.

## **Grades**

Grades will be based on the McMaster University grading scale:

<b>MARK</b>	<b>GRADE</b>
90-100	A+
85-90	A
80-84	A-
77-79	B+
73-76	B
70-72	B-
67-69	C+
63-66	C
60-62	C-
57-59	D+
53-56	D
50-52	D-
0-49	F

### **Late Assignments**

Late assignments will be reduced by 5% a day unless approval is gained from the supervisor

### **Absences, Missed Work, Illness**

Absences, missed work and illness must be discussed with the supervisor

### **Academic Integrity Statement**

You are expected to exhibit honesty and use ethical behavior in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity.

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behavior can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university.

It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](#), located at [www.mcmaster.ca/academicintegrity](http://www.mcmaster.ca/academicintegrity).

The following illustrates only three forms of academic dishonesty:

- Plagiarism, e.g. the submission of work that is not one's own or for which credit has been obtained.
- Improper collaboration in group work.
- Copying or using unauthorized aids in tests and examinations.

### **Requests For Relief For Missed Academic Term Work**

McMaster Student Absence Form (MSAF): In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar "Requests for Relief for Missed Academic Term Work".

### **Copyright And Recording**

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be

aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

### **Avenue to Learn**

In this course we will **not** be using Avenue to Learn. **But whenever students do they** should be aware that, when they access the electronic components of this course, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in this course will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure please discuss this with the course instructor.

### **Authenticity / Plagiarism Detection**

In this course we will be using a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. Students will be expected to submit their work electronically either directly to Turnitin.com or via Avenue to Learn (A2L) plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish to submit their work through A2L and/or Turnitin.com must still submit an electronic and/or hardcopy to the instructor. No penalty will be assigned to a student who does not submit work to Turnitin.com or A2L. All submitted work is subject to normal verification that standards of academic integrity have been upheld (e.g., on-line search, other software, etc.). To see the Turnitin.com Policy, please go to [www.mcmaster.ca/academicintegrity](http://www.mcmaster.ca/academicintegrity).

### **Course Modification**

The instructor reserves the right to modify elements of the course during the term. If any modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check his/her McMaster email and course websites weekly during the term and to note any changes.

### **University Policies**

#### **Conduct Expectations**

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the “Code”). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online**.

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students' access to these platforms.

### **Academic Accommodation of Students With Disabilities**

Students with disabilities who require academic accommodation must contact [Student Accessibility Services \(SAS\)](#) at 905-525-9140 ext. 28652 or [sas@mcmaster.ca](mailto:sas@mcmaster.ca) to make arrangements with a Program Coordinator. For further information, consult McMaster University's [Academic Accommodation of Students with Disabilities](#) policy.

### **Academic Accommodation For Religious, Indigenous or Spiritual Observances (RISO)**

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office **normally within 10 working days** of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

### **Faculty of Social Sciences E-mail Communication Policy**

Effective September 1, 2010, it is the policy of the Faculty of Social Sciences that all e-mail communication sent from students to instructors (including TAs), and from students to staff, must originate from the student's own McMaster University e-mail account. This policy protects confidentiality and confirms the identity of the student. It is the student's responsibility to ensure that communication is sent to the university from a McMaster account. If an instructor becomes aware that a communication has come from an alternate address, the instructor may not reply at his or her discretion.

### **Extreme Circumstances**

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

**PROJECT APPROVAL FORM**  
**THESIS, HEALTH AGING AND SOCIETY**

This form is to be completed by the student and must be submitted [electronically](#) to the Course Coordinator [within the first week of the first term](#).

1. **NAME:** \_\_\_\_\_ **I.D.#:**  
\_\_\_\_\_

2. **ADDRESS:**

Postal Code

**TELEPHONE NO.:** ( ) -

Area Code

3. **TERM OF REGISTRATION:**

Term I \_\_\_\_\_ Term II \_\_\_\_\_ Summer \_\_\_\_\_

Beginning Date:

Ending Date:

4. **TOPIC:**

5. **BRIEFLY DESCRIBE THE NATURE AND OBJECTIVES OF THE PROPOSED PROJECT:**

(attach or insert a one page description)

**THESIS: HEALTH, AGING AND SOCIETY**  
**\*\* REQUIRED \*\***

**SUPERVISOR INFORMATION**

**THIS FORM IS TO BE COMPLETED IN FULL BY THE STUDENT AND/OR SUPERVISOR, AND MUST BE SUBMITTED BY THE STUDENT TO THE COURSE COORDINATOR **WITHIN THE FIRST WEEK OF THE FIRST TERM.****

**STUDENT NAME:**

**I.D. #:**

**SUPERVISOR:**

**NAME:**

**TITLE: (e.g., Dr. Mr., Mrs., Ms., etc.)**

**POSITION:**

**WORK ADDRESS (including postal code):**

**PHONE NUMBER: ( )**

**COMPLETE E-MAIL ADDRESS:**