



KINE 4780
KINESIOLOGY UNDERGRADUATE THESIS
COURSE
INFORMATION BOOKLET

2024 - 2025

Preamble

The undergraduate thesis course provides a unique opportunity for students in the Faculty of Human Kinetics to apply concepts and theories learned over the prior three years of study to complete a research project from start to finish. The student will have the opportunity to pick a topic of personal interest, develop a research idea and question, design a research study, observe, collect and analyze data, and present findings to their peers and the community in general.

Eligibility

Any student entering their fourth year of study in the Faculty of Human Kinetics is eligible to complete an undergraduate thesis. However, admission to the undergraduate thesis course is not guaranteed. Students must have a faculty member formally agree to act as a supervisor throughout the completion of the thesis. Although there is no grade requirement, students are expected to be in good academic standing at the time of enrolment in the undergraduate thesis.

Prerequisites

- None; however, completing an undergraduate thesis requires significant planning and is benefitted from working and establishing relationships with faculty researchers in the first three years of undergraduate study.

Anti-requisites

- Students enrolled in this course may not obtain credit for more than one KINE 4750 (Individual Study) and may not be enrolled in KINE 4750 (Individual Study) concurrently with this course.
- Students enrolled in this course may not obtain credit for more than one KINE 4980 (Internship)

Student Workload expectations

Student workload should be discussed with the supervisor prior to registering for the undergraduate thesis. Students will receive two Kinesiology major course credits (this contributes to the 10 required upper-level courses) toward their degree upon successful completion of the undergraduate thesis. Consequently, you should expect to devote approximately 10 hours per week to the thesis during the fall and winter term. Students should also anticipate that although much of this time will be spent in independent work (e.g. reading articles, writing), there will be times during the year (e.g. data collection) when you will be required to be on campus, “in the lab” or at data collection sites for significant periods of time.

Thesis Topic

Selecting a thesis topic will be one of the most important decisions of the thesis process. The topic should pique and be able to sustain your interest over the year; you will be reading and writing about this topic much more than you anticipate throughout the course. If you are not interested in a topic chosen by someone else, it is easy to get distracted, procrastinate, and dedicate less effort towards the completion of the thesis. As such, it is highly recommended that students begin

thinking about an undergraduate thesis early in their third year of study. Some examples of preparation include:

- completing an independent study^{1 2}
- expressing interest in research to faculty members who taught a favourite course
- volunteering in faculty research labs
- volunteering as a participant in faculty or student research studies
- reading peer-reviewed journal articles in areas of interest
- listening for current topics in the news or online and/or reading magazines

While thinking about a research topic it is also important to consider the originality of the topic, your ability to gather data on this topic over an academic year, and what problems or gaps in the current understanding of the topic require or support additional research. It is expected that the student will be able to assess originality and feasibility, and that they will formulate a problem on their own through research. The final component of selecting a topic will be to approach a faculty member with your ideas. The faculty member will be able to aid you in topic selection and the components listed above, but the faculty member should not be expected to develop the research idea and plan in totality.

Thesis Supervision

It is the responsibility of each student considering entry into the undergraduate thesis course to meet with and be approved by a faculty supervisor PRIOR to the registration deadline early in September. It is highly recommended that the student consult with faculty about their ideas for thesis topics early in the preceding summer months to the fall semester of their fourth year or winter term of their third year. Once a faculty member has agreed to be a supervisor, it is important for the student and faculty member to discuss the frequency and types of contact that will take place over the year. An objective of the undergraduate thesis is to foster independent thought and problem solving. As such, the student should not require direction at every step of the thesis such that the student simply becomes a gaffer of the faculty supervisor.

University of Windsor faculty members who are currently eligible to supervise individual study students may volunteer to act as Kinesiology undergraduate thesis supervisors if they so agree. Faculty members who do not meet these criteria (including doctoral students within the Faculty of Human Kinetics), may act as co-supervisors. A faculty member may supervise no more than two undergraduate thesis students either in part or alone in any given academic year.³

¹ A student may not take 2 individual studies throughout their academic tenure in conjunction with a 4th year thesis course.

² A student may not complete an independent study simultaneously with the 4th year thesis course.

³ The Department of Kinesiology does not provide workload relief for undergraduate thesis supervision.



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Undergraduate Thesis (KINE 4780) Student/Faculty Agreement Form

This agreement must be completed and approved by all signatures prior to beginning work on the undergraduate thesis.

Student Information

First Name: _____ Student Number: _____

Last Name: _____ Program/Stream: _____

Contact (email): _____ Contact (phone): (_____) _____ **x**

Proposed Title: _____

Thesis Supervisor(s)

Supervisor Name: _____ Faculty/Department: _____

Contact (email): _____ Contact (phone): (_____) _____ **x**

Co-Supervisor Name: _____ Faculty/Department: _____

Contact (email): _____ Contact (phone): (_____) _____ **x**

Funding source allocated to the thesis project (if any): _____ Amount (if any): \$ _____

Ethics Approval Required: ☐ Human ☐ Animal Ethics clearance date or expected date: **DD / MM / YY**

Required Training: ☐ WHMIS ☐ TCPS2 ☐ Biosafety ☐ Spills ☐ CPR ☐ First Aid

☐ Other (specify) _____

Agreement

By signing below, the Student and Supervisor(s) acknowledge that they have **READ** and **AGREE** to the following:

1. The Supervisor(s) will make themselves available to the Student to direct and facilitate completion of the undergraduate thesis over the fall and winter semesters of the Student's 4th year of undergraduate study. The Student and Supervisor(s) will discuss and schedule regular in-person/lab meetings and ensure an understanding of response times for correspondence and document feedback.
2. The Student will receive course credit for successful completion of the undergraduate thesis and is therefore expected to devote the necessary time and effort to complete this project in both the Fall and Winter semesters.
3. The Student and Supervisor(s) agree to conduct themselves in an appropriate and ethical manner at all times when dealing with the community, other students, employees, faculty, and research participants.
4. The Supervisor(s) will outline all of the necessary training (e.g. TCPS2, biosafety) that the Student must undergo in order to complete the proposed project and work in the Supervisor's lab. Further, the Student agrees to complete all necessary training outlined by the Supervisor(s) prior to beginning the thesis.
5. All research data (e.g. questionnaires, data files, records, observations) collected and analyzed from the project are the property of the Supervisor(s). The faculty Supervisor(s) will determine the circumstances that the Student and others may have future access to data in accordance with institutional ethical guidelines.
6. The Supervisor(s) will describe the process, steps, and expectations of conference presentation and/or any (written, oral, digital) publication of data obtained from the undergraduate thesis. Moreover, the Supervisor(s) will outline to the Student how authorship is typically determined for publication in the Supervisor's discipline (for guidelines, see Standard 8.12 of the APA Ethics Code (also Principle III.20 in CPA Ethics Code)).

Signatures

Student Signature _____

Date: **DD / MM / YY**

Thesis Supervisor Signature _____

Date: **DD / MM / YY**

Thesis Co-Supervisor Signature _____

Date: **DD / MM / YY**

Thesis Coordinator Signature _____

Date: **DD / MM / YY**

If there are any major changes to the thesis topic or requirements, a new agreement form must be completed.

Student Financial Support

It is the intent of the Faculty of Human Kinetics to provide **minimal** (up to \$200) support to all undergraduate thesis students in the Department of Kinesiology provided funds are available. However, it is important for the student and faculty supervisor to ensure that there is sufficient funding available to complete the proposed research project prior to beginning the undergraduate thesis. In order to apply for reimbursement, students must provide original receipts for items or services directly pertaining to completion or dissemination of the undergraduate thesis along with a brief description of how the requested funds were used to the thesis coordinator.

Thesis Evaluation

The course will be evaluated in the following components:

Evaluations	Due Date	Weighting	Grader(s)
Attendance at thesis seminars	TBD	10%	Thesis Coordinator
Proposal Document	8-Nov-24	20%	Faculty Advisor
Proposal Presentation	15/22-Nov-24	10%	Faculty Advisor
Fall Term Progress Report	18-Dec-24	5%	Faculty Advisor
Final Thesis Presentation	TBD	20%	Faculty Advisor
Final Thesis Document	4-April-2025	35%	Faculty Advisor
TOTAL		100%	

Attendance at thesis workshops

- Attendance at the various workshops and oral presentations is mandatory. Unexcused absences at thesis workshops will result in the loss of 5% of total thesis grade per workshop missed.

Thesis Proposal Document

A good thesis proposal is invaluable to the successful completion of your thesis and should not be thought of as a hurdle. The thesis proposal provides the structure for your entire thesis including the research problem(s)/question(s) and how and in what timeline you plan to address the problem. One of the major challenges of completing a thesis at any level is to adequately anticipate, address, and plan solutions to any conceptual or practical problems that may arise. Although students are usually anxious to get started with the “methods” components of the thesis, you will find that there is no substitute for the time spent in planning!

The undergraduate thesis proposal **MUST** include the following components:

Format

- **5-6 pages, numbered, double-spaced, 12-point Times New Roman font (not including title page or reference list) on 8 ½” x 11” paper.**

Tentative title of the thesis

- This may change in wording prior to completion of the thesis but should not change in theme.

Identification of the general problem area

- Include a brief background of **key** literature relating to both the general subject matter and methodology you plan to use. Also, ensure that you clearly identify the **research question, problem, or objective** of your project.

Specific Hypotheses

- Hypotheses are predictions of the relationships between two or more variables based on prior knowledge. **Your hypotheses should be testable** (i.e., upon completion of the thesis, you should have information that directly either supports or does not support the hypotheses you have made). As such, the methods you employ should allow you to specifically test the hypotheses that you have made.
- In some instances, it may be impossible to develop testable hypotheses (e.g., model development, observational experiments, developing databases or standards). However, even in these instances, there should be a **clearly articulated goal(s)** that directs the thesis through its completion.

Methods

- Outline the steps you will take to test the hypothesis or address the research question that you specified above. The methods should provide as much detail as possible to allow for the careful examination of whether they are sufficient and appropriate.
- Ensure you include a section of the statistical tests you plan to employ as these will typically guide the sample and sample size required for completion, and clearly identify the **dependent and independent variables** of your study. In those

instances where statistical measures are not appropriate, a description of how the process will be assessed or validated must be included.

- In many instances, an ethics board will have to clear your methods prior to data collection. It is important that you discuss this with your faculty supervisor and obtain **ethical clearance prior to beginning data collection**. Ethical clearance may take some time and should be sought well in advance (i.e., prior to the proposal deadline and definitely before the end of the fall semester).

Timelines for major step completion

- Include the practical and achievable milestones that will be met throughout the Fall and Winter terms. These dates should be discussed and approved by the faculty supervisor and take into account departmental and university deadlines.

Reference List

- This list should be as comprehensive as possible to indicate adequate review of the proposed area of study.

Thesis Proposal Presentation

Each student will be required to present their proposed research at a fall seminar which includes thesis coordinator, all students in the thesis course, and thesis student supervisors. The proposal presentation will be a 15-20-minute oral presentation that summarizes the proposal document components listed above. The presentation will include a question period and will be graded by the thesis student's supervisor.



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Undergraduate Thesis (KINE 4780) Fall Progress Report

All portions of this report should be discussed with the student and must be completed in order for the student to receive a grade.

Student Information

First Name: _____ Student Number: _____

Last Name: _____ Program/Stream: _____

Proposed Title: _____

Thesis Supervisor Name/Dept: _____

Co-Supervisor Name/Dept: _____

Student's Report

In the space provided please indicate:

1. Objectives completed to date:

2. Timeline for completion of the thesis:

3. Anticipated challenges in the winter term:

Thesis Supervisor/Co-Supervisor's Report

1. Is the student's progress satisfactory? ☐ Yes ☐ No (explain)

2. Will the progress completed to date enable the student to complete the thesis prior to the end of the winter term? ☐ Yes ☐ No (explain)

3. When do you expect the thesis to be submitted? Date: **DD / MM / YY**

4. What is your general assessment of the student's progress during the past term?

☐ Excellent
 ☐ Very Good
 ☐ Good
 ☐ Fair
 ☐ Inadequate

5. Additional Comments:

6. The student has had the opportunity to view this report. ☐ Yes ☐ No

Signatures

Student Signature _____

Date: **DD / MM / YY**

Thesis Supervisor Signature _____

Date: **DD / MM / YY**

Thesis Co-Supervisor Signature _____

Date: **DD / MM / YY**

Thesis Coordinator Signature _____

Date: **DD / MM / YY**

Final Presentation

Each student is expected to present their thesis work at the Annual Kinesiology Research Day (KRD) in the winter semester of the student's fourth year. Typically, KRD takes place in mid- to late-March; however, if KRD take place any earlier than mid-March, a separate presentation date will be established by the thesis coordinator to take place on the last Friday in March. The student is not required to have completed the final thesis by this point, but they should be far enough in the process to present meaningful information of data collected to date.

Final Thesis

The undergraduate thesis should be written in the **traditional format** and must include the following sections as outlined by the University of Windsor guidelines for theses, dissertations and major papers in the order listed:

- Title page
- Copyright page (if separate)
- Approval page
- either Declaration of Originality or Declaration of Co-Authorship/Previous Publication
- Abstract
- *Dedication (where applicable)
- *Acknowledgements (where applicable)
- Table of Contents
- *List of Tables (where applicable)
- *List of Figures (where applicable)
- *List of Appendices (where applicable)
- *List of Abbreviations, Symbols,
- *Nomenclature (where applicable)
- Body of thesis (divided into various chapters)
- Bibliography/References (note that the Bibliography/References section can either precede or follow the Appendices)
- *Appendices (include copyright releases here, if applicable).
- Vita Auctoris

A template for the thesis will be provided in a separate document.