

Kellogg Independent/Field Study Guidelines for Students

Important information before you get started:

- For a 0.5 credit Study, students should anticipate spending 23-30 hours on their project. For a 1 credit Study, 46-60 hours
- A project proposal that duplicates course material offered elsewhere in the curriculum will not be accepted
- Deliverable should create “new” material through research or application of previously acquired academic techniques
- All Independent/Field Studies must display academic rigor or they will not be accepted

Developing and Executing your Project Plan:

- Create structure around your deliverables – Create a table, similar to the one shown below, including: task, time to complete, deliverable date and status. Bring this table to every check in with your faculty advisor. Note: Due to system restrictions, you will not be able to embed this table in the Online Independent Study Form. You should still provide this information somewhere within your proposal, however.

Task	Time Required to complete	Est. Completion Date	Status
Drafting proposal and statement of work	2 hours	Sept. 27	Complete
Primary research – 10 in-depth interviews with retirees, and 2 expert interviews - with transcription and analysis	22 hours	Oct. 12	Complete
Secondary research – design and execution of survey with 150 participants	4 hours	Oct. 19	Complete
Analysis of secondary research	5 hours	Oct. 26	Ongoing
Prototype design	9 hours	Nov. 3	Ongoing
Prototype testing	est. 5 hours	Nov. 14	Pending
Final strategy document for company X	est. 5 hours	Nov. 24	Pending
Final presentation (if required)	2 hours	Dec. 6	Pending

- Deadlines matter. Failure to meet your own deadlines (without sufficient cause) will negatively impact your final grade.