

The Dissertation Process



**Abraham S. Fischler
School of Education**

Applied Research Center ARC

- Program Professors
- Research Associates
- Format Reviewers
- Administrative Staff
- Dissertation Service Associates
- Dissertation Supervisors



**The ARC is here to help
YOU
Succeed!**



When does the “process” start?

- **Dissertation Match**

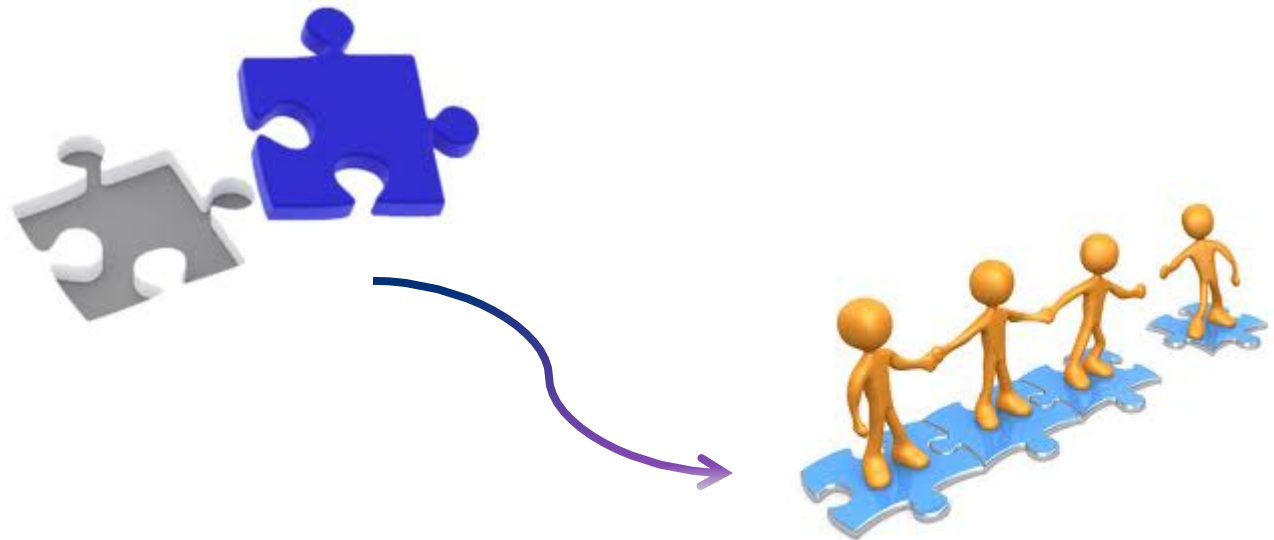
- Survey designed to gather information from Chairs and Students

- Research Topics
- Methodology
- Populations
- Designs



The Student is assigned a Committee Including a *Chair and Member*

● ARC Match



Contact with your Chair

- First contact should include discussion of your background and interest
- Discuss progress in your coursework
- Talk about your personal and professional goals
- Engage in an ongoing relationship

Be Proactive!



Chair Responsibilities



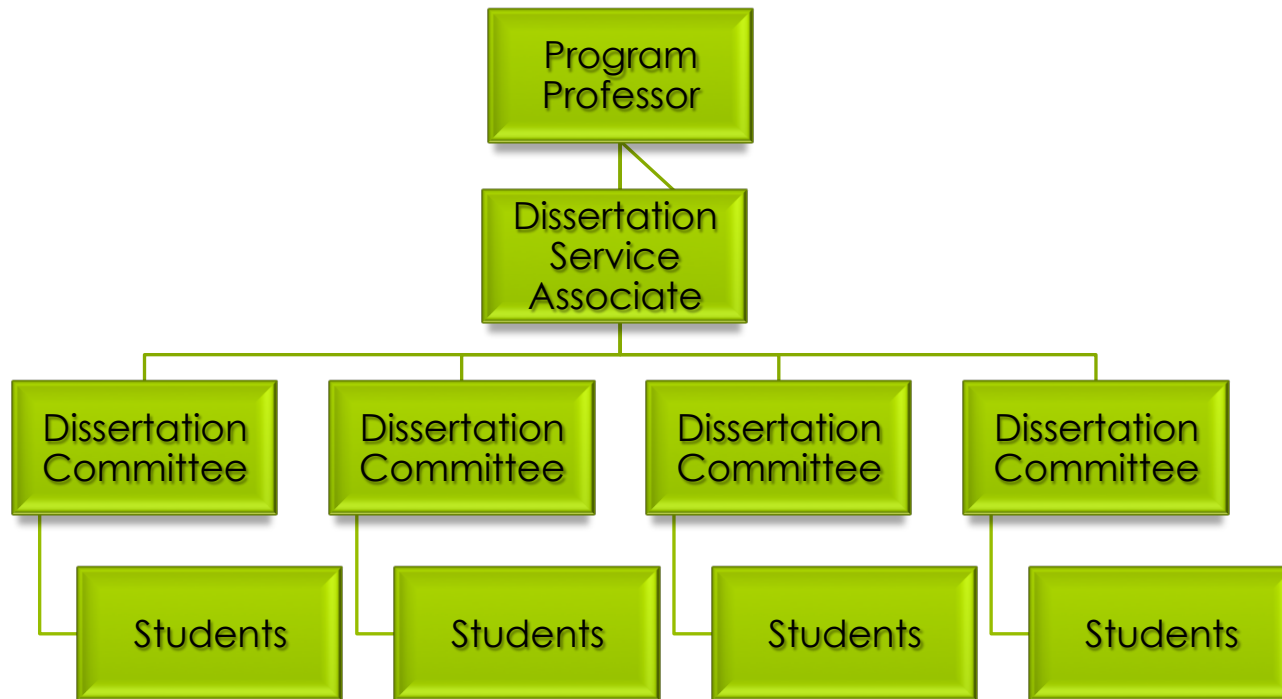
- Provide clear and detailed feedback on both content and form
- Review submissions within 10 business days
- Provide suggestions to assist student with writing, APA style, and Fischler School style matters. Chair is not the student's editor.
- Assist student in gaining access to ARC and university resources and procedures, such as the library, IRB documents, and format review.
- Be the conduit between the student and committee member

Student Responsibilities

- Contact your chair at least once a month
- Make all developmental, formatting, or style changes required by chair
- Inform your chair of any job changes
- Be candid about your expectations



Advising Framework



How Do I track my Progress and communicate with the ARC?

<http://apps.fischlerschool.nova.edu/ADRIANA/Login.aspx>

ADRIANA



Dissertation Tracking System

 **ADRIANA** . Welcome

Applied Dissertation and Research Information
Available Natively courtesy of ARC



Web CT

ARC

 SIGN IN

Enter your NSU username and password.

UserName:

Password:

Log In



Version 2.5_{eco}



You must use your **NSU Email User Name** and **Password** to login to **ADRIANA**.
Your email name can be found in your NSU email address.

(ex. `jdoe@nova.edu` or `jdoe@nsu.nova.edu`)

Example:

NSU Email Account	NSU Email User Name
<code>janedoe@nova.edu</code>	<code>janedoe</code>
<code>fischler@nsu.nova.edu</code>	<code>fischler</code>

Make sure that you are entering your email name and password correctly. Email names and passwords are case sensitive. **"JOHN"** is different from **"John"**, which is different from **"john"**.

[Lost NSU Email Password](#)

ADRIANA 2.5

- Track your dissertation progress
- Upload documents
 - Benchmarks of the dissertation
- Submit tickets through the Dissertation Support Request System
 - Dissertation Service Associates address these
 - Change of Chair
 - Dissertation Issues
 - IRB concerns

What about Registration?

- Contact a Doctoral Enrollment Counselor



Primary Dissertation Benchmarks

ARC
8966

- Concept Paper

ARC
8967

- Proposal

ARC
8968

- Final Manuscript

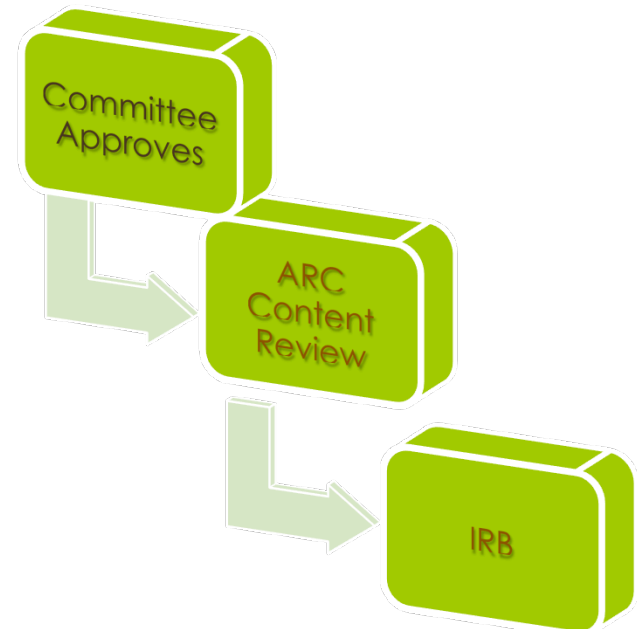
Concept Paper

- Includes
 - Chapter 1
 - Problem Statement
 - Chapter 2
 - Abbreviated Literature Review + Research Questions
- **Conference on Global Leadership, Learning, and Research**
 - Week-long Endeavor
 - Meet w/ your Chair and work with members of the ARC



Proposal

- Includes
 - Chapter 1
 - Problem Statement
 - Chapter 2
 - Exhaustive Literature Review + *refined* Research Questions
 - Chapter 3 (written in future tense)
 - Methodology
 - Design



What is ARC content review and IRB?

- ARC Content Review

- Global review of Proposal focusing on critical areas
 - Problem Statement
 - Lit Review
 - Questions
 - Design

- IRB


- University's human subject protection program
 - Reviews proposal to ensure all individuals involved in research will be protected
- Data collection may commence after IRB approval


Final Manuscript


- Includes
 - Chapter 1
 - Problem Statement
 - Chapter 2
 - Exhaustive Literature Review + *refined* Research Questions
 - Chapter 3 (changed to past tense)
 - Methodology
 - Design
 - Chapter 4
 - Results
 - Chapter 5
 - Discussion




PROPOSAL Upload via ADRIANA FINAL MANUSCRIPT Upload via ADRIANA

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 **NOVA** SOUTHEASTERN UNIVERSITY
Web CT

 **FISCHLER SCHOOL**
OF EDUCATION AND
HUMAN SERVICES
ARC


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Password:





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ARC Website

- Academic Resources
- Links to ADRIANA and IRB materials
- Dissertation Templates

<http://www.fischlerschool.nova.edu/applied-research/arc>



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