

Northwestern | Kellogg

CURRICULUM & TEACHING SUPPORT
Updated 9.24.24

Independent/Field Study Guidelines for Students

Important Information Before You Begin:

- For a 0.5 credit Study, expect to spend approximately 23-30 hours on your project. For a 1 credit Study, allocate 46-60 hours.
- Project proposals that replicate content from existing courses within the curriculum will not be accepted.
- Deliverables should generate *new* material through research or the application of previously acquired academic techniques.
- All Independent/Field Studies must demonstrate academic rigor; projects that lack this will not be approved.

Developing and Executing Your Project Plan:

Create Structure Around Your Deliverables: Develop a clear and detailed plan for your tasks, including time required, estimated completion dates, and status updates. Below is an example of how to structure your project plan. Although system restrictions prevent you from embedding this table in the Online Independent Study Form, ensure that you include this information elsewhere within your proposal.

| Task | Time Required to Complete | Est. Completion Date | Status |
|---|---------------------------|----------------------|----------|
| Drafting proposal and statement of work | 2 hours | Sept 26 | 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 | 5 hours | Nov 14 | Pending |
| Final strategy document for {COMPANY} | 5-8 hours | Nov 25 | Pending |
| Final presentation (if required) | 2 hours | Dec 6 | Pending |

Deadlines Are Critical: Missing deadlines without sufficient justification will negatively impact your final grade. Stay on top of your timelines to ensure project success.