



**Master's Project
Master of Arts in Dispute Resolution
School of Public Administration**

Information for Potential Clients

Thank you for considering becoming a client for a student in the Master of Arts in Dispute Resolution (MADR) at the School of Public Administration. We are proud of the many achievements of our students and the exceptional quality of the Master's Projects that they complete. This work could not be undertaken without the close involvement of clients, like you, who are able to provide invaluable support and guidance. Below we describe the Master's Project that the MADR student will be expected to complete while working with you.

Overview

The Master's Project is a culmination of all the work that an MADR student has done through their program. A student completes a Master's Project in consultation with their client and an academic supervisor. This Project is an opportunity for the student to analyze a problem or issue and recommend a course of action, or to apply a dispute resolution model or theory for a client in the non-profit or public sector. While students should be focused on producing a professional project report at the conclusion of their project, they should also use their academic research and writing skills to support their recommendations.

The Final Report includes an Executive Summary, Main Report (objectives and background, methodology, findings and recommendations) and Appendices. The deliverable to the client may constitute the Executive Summary or an appendix to the Final Report.

Master's Projects take approximately 250 hours to complete and represent a considerable investment of time and expertise. Organizations contracting management consultants to develop similar reports would expect to pay between \$10,000 and \$20,000. Many of our graduates have completed their Master's Projects while working with high level clients and later return to these organizations to become successful managers.

If you are interested in viewing examples of Master's Projects completed by MADR, Public Administration, and Community Development graduates of the School of Public Administration, please access online:

Full project reports

http://dspace.library.uvic.ca:8080/handle/1828/1012/browse?type=title&submit_browse=Title

Project titles, clients, supervisors (DR projects and thesis)

<http://www.uvic.ca/hsd/publicadmin/assets/docs/programs/graduate/maInDisputeResolution/mastersProject/MADR%20Masters%20Project%20and%20Thesis%20list.pdf>

The Process

1. Student works with client to identify the objectives and scope of the project.
2. Student prepares a project proposal and secures the approval of the client and academic supervisor.
3. The student applies for approval or a waiver from approval from the University of Victoria Human Research Ethics Board.
4. After receiving ethics approval or a waiver from ethics, the student conducts research, analyses data and explores possible recommendations.
5. Supervisor selects members of student's Examination Committee. The Committee is comprised of the academic supervisor, the client, a second reader from the School of Public Administration, and a Chair representing the Faculty of Graduate Studies.
6. Student submits project report and defends in an oral examination before the Examination Committee.
7. Student makes necessary revisions of the project report and provides the final version of report to the client.

Academic Supervisor Role

- The academic supervisor is a key resource for the student. The academic supervisor facilitates ongoing communication with the student in order to provide the student with guidance throughout the project.
- The academic supervisor recruits members of the Examination Committee, including the second reader from the School of Public Administration, and a Chair representing the Faculty of Graduate Studies.

Student Role

- Maintain open communication with the client and academic supervisor.
- Secure ethics approval or waiver from ethics and adhere to ethics guidelines throughout the project.
- Ensure that confidentiality issues are addressed with the client and supervisor when necessary. (Note: in all cases the Examination Committee must be able to read the full report.)
- Conduct scholarly research that reflects the principles taught in their course of studies in Dispute Resolution.

- Write and edit the Master's Project report.
- Defend the report in an oral examination before the Examination Committee.

Client Role

The client must agree to be in close consultation with the student and the student's academic supervisor during all important stages of the drafting of the project including:

- Topic selection
- Review of proposal for the Master's Project
- Review of drafts of the Master's Project
- Participation on the Examination Committee

Your participation in this project is greatly appreciated. Please feel free to contact us if you have any further questions or concerns.