

WORLD TANG SOO DO ASSOCIATION



THESIS GUIDELINES FOR PROMOTION TO SAH DAN AND ABOVE



INTRODUCTION

Grandmaster Jae C. Shin's philosophy of martial arts training emphasized the "whole person" concept. Grandmaster Shin believed that true mastery is more than just expertise in physical technique. He believed that without understanding the mental, moral and spiritual, one could not be a true Master. That is why he specified in Traditional Tang Soo Do, Volume VI: The Master's Training Text, "Ko Dan Ja are mandated to develop all aspects of the individual - physical, mental, moral and spiritual" (p. 2).

Based on this philosophy, Grandmaster Shin created the WTSDA essay requirement for Sah Dan and above. His intent behind this requirement was to have you challenge yourself mentally and to think about what it means to be a Master and leader in the Association. While this may seem to be a challenging task, the thesis writing process presents candidates with an exciting opportunity. It is a time to explore a topic about which you are passionate, to use the exploration as part of your mind-body-spirit growth and development in the martial arts, and to potentially share what you learned with your fellow WTSDA members.

As stated in the WTSDA Dan Manual, all Sah Dan and Oh Dan candidates are required to submit a thesis of at least 20,000 words on a topic assigned by the Grandmaster, or a topic submitted by the candidate and approved by the Grandmaster (with prior approval from the Grandmaster, a special project may be substituted for the thesis).

The thesis writing process often comes with many questions - some of the more frequently asked questions (and answers) are below. This document was designed to help you get started with this multi-step process. As you continue your journey, there are a number of supporters available to you. These include your Master Instructor, your thesis mentor, and your Publications Committee advisor (more on these roles below).

The Publications Committee is here to support you in your work. If you need more information about any of the items below, please contact your Publications Committee advisor or the Publications Committee Co-Chairs at the emails listed on page 7.

FREQUENTLY ASKED QUESTIONS

Q: What Kind of Work Constitutes a Thesis?

Thesis work may take many forms and address a wide variety of topics. Here are just a few examples:

- Research and application - conducting a review of research in fields such as education, health, psychology, scientific or technical areas and application of this research to WTSDA curricula, organizational needs, etc. (for example, teaching children; using social media tools).
- Documentation of WTSDA protocols - outlining processes and/or creating new WTSDA materials developed by the candidate (for example, security detail protocols; WTSDA judges training and training materials).
- Exploration of philosophical and/or historical roots of Tang Soo Do - examining a particular aspect of Tang Soo Do training (for example, the history of Naihanchi hyung; the philosophical meanings and history of the knife or sword).
- Training methods, applications - discussing methods and applications for WTSDA practitioners (for example, hyung applications; application of innovative approaches to physical therapy for injured martial artists) or for the general public (for example, a self-defense course).

- Biographic/Documentary/Personal Interviews – documenting a person or event of historical significance to the WTSDA; in-depth interviews with a small group of WTSDA practitioners, etc. (for example, interviews to learn about key aspects of WTSDA history or memoirs of key individuals; in-depth interviews about children's programs with a small group of selected studio owners, etc).
- Formal Surveys - for WTSDA members who are professionally trained in survey research methods and data analysis, surveys may be used to provide new information about WTSDA organizational needs, student perceptions, history etc. (for example, conducting a survey of participants at Regional Black Belt clinics or Regional Championships, with recommendations for future events). Survey methods must adhere to best practices used in research conducted in academic and professional settings.
- Special Projects – With prior permission from the Grandmaster, projects can involve a wide range of task or assignments that benefit the WTSDA (for example, translation of English language documents into a regional language).

When choosing your topic, think about your purpose, as well as your own level of background and expertise. Here are some questions to consider:

- Do you have adequate background in the area you want to write about?
- Why do you want to explore this topic? Keep your audience in mind. Who are you writing for? Will the work require that the reader already have specialized knowledge (e.g. an advanced level of scientific literacy)? Will the audience be a broad audience of martial artists or a specialized audience?

Regardless of the approved topic, the 20,000 word minimum allows the candidate enough length to develop a thoughtful, clear, detailed and well-researched thesis with content relevant to the candidate's own development in the martial art of Tang Soo Do, and possibly appropriate for sharing with other WTSDA members through publication.

Q: Is There a Required Language for the Thesis?

No, your thesis should be written in your fluent language.

Q: Are References Required for the Thesis? How should References be cited?

Yes, references are required for all of your writing that is based on the work of others (books, articles, websites, etc.). See Appendix A for guidelines.

Q: Where Do I Go for Help?

As a candidate, a thesis advisor from among the Publications Committee members will be assigned to you. You will get the opportunity to meet with an advisor during your first Masters' Clinic. Your advisor will work with you on the administrative portion of your thesis, such as updating you on deadlines, and reading your proposal and the final version of your thesis.

You will also choose a thesis mentor who will be responsible for providing guidance on the content of your thesis. Your mentor can help with the writing process, add coherence to your work, help you identify supporting material during the thesis writing process, and help you edit the thesis before it is submitted to your Publications Committee advisor for review. Both your mentor's approval, and your Publications Committee advisor's approval, are required before

submitting your final thesis. If you do not have a mentor in mind, the Publications Committee will help you identify an appropriate person to serve in this role.

Q: What are the Thesis Steps and Deadlines?

There are three basic steps in the thesis process:

- Step One: Thesis / Project Proposal; Topic Approval from Grandmaster
- Step Two: Thesis / Project Submission for Review
- Step Three: Thesis / Project Final Submission for Approval

The proposal is due one month after your first Masters' Clinic. For Sah Dan candidates, the deadline for submitting the thesis (step two) is at the candidate's second Masters' Clinic OR 60 days prior to the date (month/day/year) on which the new rank is to be awarded, whichever is earlier. For Oh Dan candidates and above, the thesis must be submitted 60 days prior to the date on which the new rank is to be awarded, and must be submitted within 18 months after the physical test.

Q: What is involved in Step One: The Proposal?

The thesis proposal is a brief, one-page guide for the Grandmaster's review, which explains the topic, goals, objectives and contents of your proposed thesis. The thesis proposal should list your name, studio, proposed thesis title, and suggested thesis mentor, along with a few key words that describe your proposed thesis area. It should include a brief summary of your topic, a note about any charts, illustrations, photos or multi-media that may be part of your thesis and a brief explanation of how your background gives you the necessary experience and expertise to draw on as you develop your proposed topic. The proposal should also give two or three examples of the types of sources you intend to use. For some proposal examples, see the three "Sample Proposals" in Appendix C at the end of this document.

It is strongly recommended that you start this process early. As a senior Sam Dan preparing for Sah Dan candidacy, begin brainstorming about potential thesis topics as part of your overall Tang Soo Do training. Discuss your ideas with your Master Instructor, who can give you helpful advice and guidance as you develop your ideas.

As a candidate, on the Event Manager Candidate information form from WTSDA Headquarters that you filled out prior to your first Masters' Clinic, you indicated a possible topic for your thesis and a suggested mentor who will provide guidance on your topic. During your first Masters' Clinic, you may have the opportunity to speak with the mentor you designated. A member of the Publications Committee will also be available to help with your proposal ideas, and, possibly, serve as your temporary mentor, absent a willing designee.

Work with your mentor and your Publications Committee advisor to develop a proposal. When you are ready to submit your proposal, email it to: ***wtsda.submission@gmail.com***. After receiving your proposal, the Publications Committee will review it and give you feedback on any missing information or revisions, if necessary. If no further clarification is necessary, your proposal will be forwarded to the Grandmaster for review and evaluation.

After their review, the Grandmaster will respond with either:

- a. Approved.
- b. Conditionally Approved – Approved, but with suggested changes.
- c. Revisions Required – The proposal needs to be reconsidered, revised as indicated, and resubmitted.

As soon as the Publications Committee receives the Grandmaster's responses, the decision will be forwarded to you.

Q: What's Next? Step Two: Developing and Submitting the Thesis

Once your proposal has been approved by the Grandmaster, you will begin to work with the thesis mentor you designated. The purpose of the mentor is to give guidance where needed on the content, coherence and readability of your work, so it is helpful if your mentor has experience or expertise in your thesis topic, as well as in writing.

Because you have already a mentor at this point you should confirm your chosen mentor's contact information and send it to the Publications Committee. If the Committee connected you with a volunteer mentor, that won't be necessary. Whether a candidate chooses his or her own mentor, or the Committee selects a volunteer mentor, the extent of the mentor's involvement in the thesis process will be based on the expressed needs of the candidate.

Working with your mentor, develop a realistic timeline for your thesis work. Build in a cushion for delays, such as unexpected family or work commitments, computer or other equipment problems, etc., into your timeline. Your Master Instructor and mentor can help you stay on track with your timeline as you move through this process. Some theses have required extensive revisions, so it's important that you stay on track, and build in adequate time for any necessary revisions required by your mentor or Publications Committee advisor.

It is very helpful to do an outline of your thesis as a first step in your process. Think through the various parts of your thesis and what type of sources you might use in each section. Think about using books, magazines, journals, websites, interviews, video documentaries and other credible sources. Artwork can come from a variety of sources (see Appendix B). If you will be taking photos or doing interviews, be sure to get the appropriate legal waiver forms done early in the process. When doing personal interviews, consider making audiotapes or videotapes of the interviews to help you report the interview material accurately. If you are conducting a formal survey, be sure to get approval for your questionnaire or other instrument from your mentor and Publications Committee advisor prior to the data collection phase of your research.

One common form of outline includes the following pieces:

- Title Page
- Abstract
- Table of Contents
- Introduction
- Body of the Work
 - Main Point # 1
 - Main Point # 2, etc.
- Conclusions
- References
- Appendices (if any)
- Any Legal and Photo Releases (see Appendix B for more information).

With your outline in place, draft your thesis, remembering that many writers prefer to take the writing in small steps or phases, rather than trying to think about the thesis as one long document. Although some writers spend a lot of time trying to perfect an introductory section of their work, many writers find that it is more efficient to get an entire first draft of their work, and then go back and polish what they have written.

As you work on your thesis, check the Writing Style and Reference Guide in Appendix A for helpful tips on thesis formatting, use of Korean terminology, etc. Be sure to check your spelling, being especially careful about words that a spell check program won't pick up (for example, Tang So Do instead of Tang Soo Do, or Black Bet instead of Black Belt). It is the candidate's responsibility to spell check and proofread BEFORE submitting the thesis. If a thesis is submitted to your Publications Committee advisor, or the Publications Committee without having been carefully checked and edited, it will be returned to you for polishing prior to resubmission.

As your work unfolds, you and your mentor will need to establish the process by which you communicate. In particular, establish the frequency of communication that works best for each of you and the number of pages to be sent for evaluation and comments that suit your needs and the time constraints of your mentor. Your mentor will need to approve your thesis before you can submit it to the Publications Committee. Keep your mentor informed of all communications you have with the Publications Committee by copying your mentor on all emails to your Publications Committee advisor.

Whichever communication process works best for you, be sure to check your use of sources along the way. It's much easier to keep careful track of your sources as you write, than to have to hunt for a missing reference later. One useful strategy for this is to make a note card for each source, along with a brief summary of the information or material used.

When your mentor has approved your thesis, email it to your Publications Committee advisor. Your thesis advisor will read it to ensure that it meets the Association's criteria and is ready for approval. Before your Publications Committee advisor can evaluate your thesis to determine whether it fulfills the Association's requirements,

- it must be sufficiently proofread and edited, so that it is clearly written and follows the rules of grammar/punctuation.
- it must not violate copyright law through either plagiarism or excessive, lengthy quotations that are outside the accepted guidelines for "fair use" (see Appendix A for more information).

If your thesis needs further work before it is ready to be approved, your Publications Committee advisor will return your thesis with helpful comments indicating areas for revisions and requirements for resubmission. You will then be expected to edit and resubmit your work. It is in your best interest to make the suggested revisions as soon as possible in case additional revisions are needed. Failure to meet deadlines may result in delaying your belt promotion.

Q: What is the Last step? Step Three: Gaining Final Approval for the Thesis

When your mentor and your Publications Committee advisor have approved the final version of your thesis, send the thesis to [**wtsda.submission@gmail.com**](mailto:wtsda.submission@gmail.com). Include a note stating that your thesis has been approved by your mentor. Copy the email to both your mentor and your Publications Committee advisor. **For Sah Dan candidates - the deadline for submitting the thesis is the first day of your second Masters' Clinic or 60 days prior to the date on which your new rank is to be awarded, whichever comes first.** Deadlines for candidates for Oh Dan and above are on page 7 below.

The Publications Committee must certify that every thesis meets the Association thesis criteria and fulfills the Association requirements. All theses must be so certified as a condition of promotion.

Once the thesis has been approved for promotion, candidates have a choice about whether to share what they have written. There are three different avenues for the final version of your thesis, depending on what you'd like to do:

- The first avenue is to not have your work published or made publicly available to others.
- The second avenue is to retain all rights to your work and pursue publication with a publisher of your choice. In this case, you may be asked to revise or limit certain information and you must contact the WTSDA Legal Affairs Committee for permission to use any WTSDA or WTSDF intellectual property, including but not limited to the logo, in the publication.
- The third avenue is to work with the Publications Committee to pursue options for sharing your thesis with World Tang Soo Do Association members. Authors choosing this path should contact the Publications Committee Co-Chairs about the next steps.

Q: Is the Process Different for Oh Dan Candidates?

The basic process is the same. The only difference is the deadlines. Since candidates for Oh Dan and above have the ability to pass their test in one year, the deadlines set for the Sah Dan candidates do not apply. With this in mind, candidates for Oh Dan and above will be given the opportunity to prepare a proposal and thesis before they are actually invited to test. Submission of a proposal and thesis, however, will have **no** bearing on the timing of the invitation to test.

Candidates for Oh Dan must still submit a proposal for a thesis topic or special project to the Publications Committee for the Grandmaster's review. A thesis advisor will be assigned to assist you. You may also request a thesis mentor if desired. The final thesis is due to the Committee 60 days before your anticipated promotion date. The effective date of promotion will be the date the thesis is approved. If a thesis or special project is not completed and submitted within 18 months of testing, the candidate may be required to retake the physical portion of the test. In special cases exceptions to the deadlines may be made due to the nature of the project. Early submission of the thesis is not required, but it will allow Masters in Regions with promotions soon after testing the opportunity to receive their new rank at that time.

Q: What are the Protocols for a Special Project?

In some cases, a special project may substitute for the thesis requirement for promotion. All special projects must be approved in advance by the Grandmaster. A proposal explaining the project, its objectives, and a timetable is submitted to the Publications Committee. A project advisor, and if the candidate wishes, a project mentor will be assigned. A final report is due by the established deadlines. Exceptions to the deadlines may be made by the Grandmaster.

Q: Who do I Contact if I have Questions?

If your question is regarding the content of your thesis, you should consult with your thesis mentor first. Questions regarding the thesis process, deadlines, formatting, or references, etc. can be addressed to the Publications Committee. The easiest way to contact the Publications Committee is by email. Members of the Committee and their email address include:

- Jeannette Arteca, Committee Co-Chair – jmarteca@gmail.com
- Susan Strohm, Committee Co-Chair – smsamwma@comcast.net
- Michael Inoshita – mji70@yahoo.com
- David Painter – psyberdoctaw@verizon.net
- Wayne Rosenkrans – rosenkran1@aol.com

APPENDIX A: WRITING STYLE AND REFERENCE GUIDE

WRITING STYLE GUIDELINES

Your thesis must be submitted electronically in Word format. Do not submit your thesis as a pdf. General guidelines include the following:

- 1-inch margins
- 11-12 point font, depending upon font style
- Add page numbers to your document
- Korean words should match the spelling as used in the Association's publications (Gup Manual, Dan Manual, Grandmaster Shin's books, etc.)
- Check your thesis for consistent use of capitalizations (ex: Black Belt vs. black belt - either style is fine, as long as you are consistent)
- Be careful using abbreviations or slang
- Make sure you use a consistent style for citations / references in the text, as well as in the Reference section.

To give your thesis a professional look, check the following for style consistency:

- Title page
- Table of contents
- Chapters, headings and subheadings
- Paragraph indents and spacing between paragraphs

REFERENCE STYLE GUIDELINES

All reference styles are acceptable. Whichever style you choose, the goal is to use style elements to produce a thesis that is organized, easy to read, and clearly connects your material to the sources you used.

All material used in your thesis that is not entirely in your own language, of your own creation or from your own knowledge must be referenced. Be sure to credit sources whenever you:

- quote, using the material word-for-word from the source. Be sure to include the page number, if available, when taking materials word-for-word from a source
- closely paraphrase the wording used by the source
- cite statistical, technical, scientific or historical data not in common knowledge
- use graphics, pictures or other materials that someone else created.

There are several commonly used reference styles, such as APA (American Psychological Association - found in the social sciences), MLA (Modern Language Association - often used in the humanities), Chicago (often found in business writing) and The Bluebook (often found in legal writing). If you are familiar with these or other major style guides, feel free to use any one of them.

If you are not familiar with one of these styles, you may develop your own style guide, as long as you are consistent and appropriately cite your sources. If you are using your own

style, be sure to check with your mentor and your Publications Committee advisor. Here are some suggestions for creating references:

- **For a Book** - put the book title in italics, then list the author(s), publisher, and date of publication. Example: *Take Down Strategies*, by John Jones and Marylyn Harrati, Martial Arts Press, 2011.
- **For a Book with chapters written by several authors and assembled by an editor** - put the chapter title in quotation marks, then list the chapter author, put the book title in italics, and then list the editor, publisher, and date of publication. Example: "Open Handed Striking Techniques," by Akusa Chang, in *The Martial Arts of Korea*, edited by Harold Kim, Korean Academy, 1988.
- **For a Magazine/Journal article** - put the title of the article in quotation marks, then list the author, put the magazine/journal name in italics, and then list the date of publication (for example a summer 2014 magazine might be listed as August 15, 2014 or August 2014 or Summer 2014 - use the same information listed in the publication itself). Example: "Training the Older Student," by Master Gordon Dufors, *Martial Arts Training*, August 2014.
- **For a Newspaper** - put the title of the article in quotation marks, then list the author, put the newspaper name in italics, and then list the date of publication. Example: "Martial Arts Training in Addiction Rehabilitation," by Kiesha Thompson, *New York Times*, September 23, 2009.
- **For a Website or Blog** - put the title of the website or blog in quotation marks (if no title is given, use the topic of the website or blog), list the author if one is given, put the website in italics and list the URL and date accessed. Example: "Keeping the Dojang Safe," by Miguel Fernandez, MD, *Physical Rehabilitation*, [http://www.physicalrehabilitation.com/dojang safety/](http://www.physicalrehabilitation.com/dojang%20safety/) Accessed March 15, 2016.
- **For a Personal Interview** - put the topic of the interview in quotation marks, with the word "interview" in parentheses, then list the name of the interviewee and her/his title if relevant, where the interview took place (where the interviewee was at the time) and the date of the interview. Example: "Tournament Rules," (interview), Master Richard Arteca, State College, Pennsylvania, May 8, 2016.

Using this method, all the sources you used in your thesis will be listed in alphabetical order in a "References" section at the end of your thesis. In the main body of your thesis, you will also include the source each time you use it in your writing. Here are some examples:

- If you are using ideas from the source, but not quoting from the source word-for-word, put the author's last name and the date in parentheses at the end of the sentence (see Shin, 2002 in the example below).
- If you are quoting just a phrase from the source word-for-word, put the phrase you used directly in quote marks, and then put the author's last name, date and the page number where the quote was found in parentheses at the end of the sentence (see Muir, 2001, p. 19 example below).
- If you are quoting a longer passage word-for-word, put the passage in a block quote form (indent and single space) and then put the author's last name, date and page number in parentheses at the end of the block (see Shin, 2002, p. 86 example below).

EXAMPLE OF REFERENCES

With the popularity of martial arts movies and games, interest in youth martial arts classes rises. But how can we best teach children who may not be aware that martial arts training involves much more than kicking, punching and the gymnastics they see in the media? How do we make children, and parents, more aware of the dedication and perseverance needed to succeed in their training? Or, as one author asked, "Do we make it too easy for our kids?" (Muir, 2011, p. 19).

There are many fundamental attitudes and approaches necessary for all instructors working with children (Shin, 2002).

As Grandmaster Shin explained, children need good role models:

Children represent a special type of student characterized by tremendous enthusiasm and physical capability. The amount of care and patience required to teach children is immeasurable (Shin, 2002, p. 86).

REFERENCES

1. *Instructor Revolution: A superior method of teaching children martial arts*, by Kelly Muir, I.C.E. Publishing, 2011.
2. *Traditional Tang Soo Do: Volume V Instructor's Manual* by Jae Chul Shin, WTSDA, 2002.

Whichever style you use for your references, be careful about drawing too much material from any one source. Your writing must reflect your own thoughts, as informed and influenced by your research, reflection and experiences. This is original writing and must constitute most of your thesis. You do not need to give credit when you are using your own ideas and language, or you are using ideas you have assimilated through your own experiences, work or research, and are expressing them entirely according to your own thoughts and in your own language.

But, please be aware that using the language and specific ideas of others without documentation constitutes plagiarism. Oftentimes, plagiarism isn't intentional cheating - it can be a lack of understanding of the "rules." Overusing other people's work (ex: several long paragraphs or pages all in a row) is not "fair use" and is a violation of copyright law. Either of these is a reason for a thesis to be returned for revisions. If you have questions about references, please contact your mentor or Publications Committee advisor.

APPENDIX B: ARTWORK AND ORIGINAL PHOTOS

Artworks include tables, charts and graphs; illustrations and cartoons; and photographs. These types of graphics used in your thesis can come from a variety of sources and each has their advantages and disadvantages. In all cases, credit to the creator should be given. Often the source will specify the information to be included in the citation. Documenting the source of all graphics used is a good habit to develop while writing your thesis. Documenting can be done with note cards or by making a copy of the article or website. Sources of artwork include:

- *Create your own photographs.* **If you are using your students or friends in the pictures, be sure that they sign a model release form. Be careful when using anyone under the age of 18 in your photographs. You MUST get a signed release / waiver from the minor's parents or legal guardian.**
- *Create your own graphics.* If you create your own graphics, you may want to credit yourself as the artist. However, not everyone is artistically inclined. If someone else draws or creates a graphic for your thesis, you must also have their written permission.
- *Use already published graphics or photographs.* Permission is required from the copyright holder before ANY artwork can be used. Proper acknowledgement of the source is required.
- *Public domain images.* Intellectual property rights of works in the public domain do not require permission. The copyright protections on works in the public domain have either been forfeited, expired, waived or not applicable. Just because something is available on the Internet does NOT mean it is in the public domain. Most work created by the federal government or its employees while in their official capacity are in the public domain but exemptions do exist. Generally this means that no permission is needed to use this work, however, some federal publications are protected under copyright laws and need permission. This is usually noted somewhere in the document.
- *Free or low cost images and royalty-free images.* There are also millions of images that are available in the public domain located on websites available for free or low cost based on the Creative Commons licenses. Basically the Creative Commons licenses allow the creators to give broad permission to share their works with specific conditions. Examination of the terms of the license for using these images should be examined carefully for restrictions on how they may be utilized and any cost associated with using them. Remember not all licenses are the same and the creator still retains the copyright protection. Do NOT assume if they are on these websites that they are in the public domain – additional research is usually required. One method to research an image is to cut-and-paste it into the Google image search website (<https://images.google.com>).
- *Multi-media.* If you are including any multi-media elements in your thesis (video, music, etc.), you MUST have permission to do so. Most music is not available for public use without permission and/or royalties. Some musicians, however, do release their music under a Creative Commons license, but not all Creative Commons licenses can be used for all purposes.

No artwork or multi-media elements should be used if there are any questions concerning their source or if permission cannot be obtained. Below is a list of websites that contain images that may be useful, however, double-check the terms of usage, licensing and cost. Terms of usage,

licensing and cost can be hard to understand for someone unfamiliar with the law. Some will require subscriptions and/or fees that will be the author's responsibility.

Sample List of Government, Public Domain and Low Cost Websites

Library of Congress	https://www.loc.gov/collections
	http://www.loc.gov/pictures
US Army Corps of Engineers	https://cdm16021.contentdm.oclc.org/digital/
USDA	https://photogallery.nrcs.usda.gov/res/sites/photogallery/
National Library of Medicine	https://www.nlm.nih.gov/hmd/collections/photos.html
Flickr Commons	https://www.flickr.com/commons/institutions/
Public Health Image Library	https://phil.cdc.gov
National Science Foundation	https://www.nsf.gov/news/mmg/
NIH Flickr Album	https://www.flickr.com/photos/nihgov/albums
iPhoto	https://www.iphotos.com
ClipArt	http://www.clipartguide.com
iStockPhoto	https://www.istockphoto.com
Adobe Stock	https://stock.adobe.com
“Public Domain” sites	https://publicdomainvectors.org
	https://commons.wikimedia.org/wiki/Main_Page
	https://www.pdclipart.org/
	https://wpclipart.com
	https://pixnio.com
	https://www.pexels.com/public-domain-images/
	https://pixabay.com

REMINDER – Be sure to check the terms of use! Do not assume anything.

APPENDIX C: THREE SAMPLE THESIS PROPOSALS

SAMPLE PROPOSAL # 1

LITERATURE REVIEW AND CREATION OF NEW MATERIALS

Name: Jane M. Doe

Studio: Tang Soo Do of Central NY, LLC

Date: April 10, 2019

Tentative Title: Engaging the Young Mind: Activities for Children in the Dojang

Key Words: Children in Tang Soo Do, Teaching Strategies, Workbooks

Suggested Mentor – Requesting a Master Instructor with a Little Dragons program.

Summary:

As Grandmaster Shin noted on many occasions, teaching Tang Soo Do is more than just teaching how to kick and punch - "the true benefit of Tang Soo Do is not what results in the dojang (training hall) but in the student's ability to apply its principles to everyday life" (Shin, 1994 preface). This is especially true when working with children, as instructors help guide the development of their minds and spirits at an especially important time of life.

This thesis will be presented in two parts. Part I will consist of a review and synthesis of relevant literature in child development, along with a review of best practices in teaching martial arts to children. Part II draws on this literature and presents newly created, specific tools for instructors to use in the youth classes in a WTSDA dojang. New materials created as part of this thesis will include:

1. A workbook designed to help children ages 7-12 understand and retain information in the WTSDA Gup (Student's) Manual.
2. Five sets of in-class activities for instructors, each based in one of the five teaching styles in Grandmaster Shin's Vol. V, The Instructor's Manual.
3. Training exercises to help instructors guide assistant instructors in understanding best practices in teaching youth students.
4. An annotated bibliography for those instructors wishing to do more research and reading in this area.

Both Parts I and II will be informed by my 20+ years of teaching young children in the dojang, as well as my sources, two of which are listed below.

Tentative sources:

1. *Instructor Revolution: A superior method of teaching children martial arts*, by Kelly Muir, I.C.E Publishing Company, 2011.
2. *Traditional Tang Soo Do: Volume I - The Essence* by Jae Chul Shin, WTSDA, 1992.

SAMPLE PROPOSAL # 2 - HISTORICAL OR BIOGRAPHICAL WORK

Name: John W. Yang

Studio: Yang's Dojang

Date: April 5, 2017

Tentative Title: The Development of the World Ki Gong Club: A History

Key Words: WTSDA Ki Gong, Oral History, Ki in the Martial Arts

Suggested Mentor – Master Michael Inoshita

Summary:

It started as an idea - one born from Grandmaster Jae Chul Shin's interest in preserving health. From that seed, it grew into a fundamental part of the WTSDA's organizational structure and the WTSDA curriculum. Its chronology is carefully described in Grandmaster Strong's book, "One More Time," and its fundamental movements are laid out in the WTSDA Ki Gong video, and in Grandmaster Shin's Volume VI, *The Master's Training Text*.

But with the passage of time, the stories of those individuals who nurtured that seed, and helped it to take root and blossom, may fade. The purpose of this work is to capture those stories for future generations of World Tang Soo Do and World Ki Gong Club members. Using the methods of an oral historian and drawing on the works mentioned below, this author will identify a group of six to ten key individuals. Personal interviews will then be conducted with each individual - the interviews will be taped and transcribed. Where possible, photos and other materials will be collected.

The thesis will begin with a synthesis of the interviews, along with relevant visuals. Following the synthesis, each person's interview (edited where necessary) will be presented, along with a current picture of this individual interviewed. *WTSDA Journal Volume Four, The Legacy* by Chuck Vaughn, will provide a model for the presentation of this thesis.

This thesis will be informed by my readings on how to conduct oral histories. I am also a member of the World Ki Gong Club.

Tentative sources:

1. "Interviewing Guidelines," developed by UCLA's Oral History
<http://oralhistory.library.ucla.edu/interviewGuidelines.html> / Accessed April 4, 2018.
2. Personal interviews (oral interviews, tape recorded and transcribed).
3. *Jae Chul Shin, "One More Time,"* a biography by William R. Strong, 2018 (section on the history of Ki Gong in the WTSDA).
4. *Traditional Tang Soo Do, Volume VI, The Master's Training Text*, by Jae Chul Shin, WTSDA, 2012.

SAMPLE PROPOSAL # 3 - SCIENTIFIC OR TECHNICAL THESIS

Name: Wayne Rosenkrans

Studio: Vaughn's Dojang

Date: January 13, 2011

Tentative Title: Alternative Futuring Methodology

Key Words: Strategic Planning, Alternative Futuring, Change Drivers, Scenarios

Suggested Mentor – Master Charles Vaughn for his extensive experience in the WTSDA

Summary:

This thesis draws on my professional background in strategic planning. An easily accessible Alternative Futuring process was used to identify a series of plausible futures for the WTSDA out to the year 2025 in order to provide a set of future planning tools to guide the association. The Alternative Futuring methodology was created by British Intelligence and further developed for commercial use by Royal/Dutch Shell Oil in the 1960s. It has been further refined and is now a widely used technique to plan for possible future worlds and to mitigate risk. The Alternative Futures process does not aim to predict the future. Instead, the process seeks to outline a range of possibilities and then to prepare contingency plans for each. By developing several possible pictures of the future, organizations are able to engage in creative thinking about the direction they should take and specific actions needed to prepare for the future environment. The intent is to anticipate what the future might hold and identify actions to be taken regardless of how the future unfolds.

The process identified a set of four Key Change Drivers (Factors in the environment with high uncertainty, high impact, and high causality); Human Factors, Science/Knowledge/Technology; Culture; and Resources, and 6 Scenarios or Alternative Futures (descriptions of possible worlds that could exist in 2025 that result from intersections of the drivers); Nirvana, Back to the Future, A Lot Like Today, Narcissistic Arts, Prosperity, The Fall of Altruism, for use by the Association. Uses of the Drivers and Futures in a full strategic planning process are discussed.

Tentative sources:

1. "The Steps for Futuring," *The Journal of Extension*, June 2004.
2. *Futures Based Change Leadership: A Formula for Sustained Change Capacity*, by Richard Bernato, Rowan and Littlefield, 2017.