



Submission Guidelines for NOTA Occupational Therapy Capstone Project Hub

The Nevada Occupational Therapy Association (NOTA) will launch the **OT Capstone Project Hub**, a platform housed on the NOTA website, intended to showcase the innovative and impactful work of occupational therapy students across the state. We invite students from **all** OT/OTA programs in Nevada to submit their capstone projects for inclusion in this dynamic online resource.

Submission Guidelines

To ensure a smooth and consistent submission process, please adhere to the following guidelines:

1. Eligibility:

- Open to all OT/OTA students in Nevada who have completed a capstone project as part of their academic program.
- Projects must have been completed within the last two academic years.

2. Project Scope:

- Projects should demonstrate relevance to occupational therapy practice and align with one or more of the following areas:
 - Clinical practice
 - Scholarship or research
 - Administration or leadership
 - Advocacy
 - Program or policy development
 - Education or theory development
- Projects should highlight innovation, impact, and the application of OT principles.

3. Keyword Categories:

- The NOTA Capstone hub will also predetermined keywords (Indicating practice area, population served, and others as determined necessary) associated with each project with the goal of making them searchable within the hub.

4. Submission Format:

- **Written Summary:** Submit a 1-2 page document summarizing the project, including:
 - Project title

- Student name(s), program, and graduation year
- Brief description of the project
 - Including: objectives, methods, outcomes, and impact
- Key takeaways or lessons learned
- 2 ideas for next steps/ways to build on project
- **Visual or Multimedia Component:** Include one of the following to complement the written summary:
 - A 3-5 minute video overview of the project
 - (e.g., presentation, demonstration, or interview)
 - Infographics, photos, or other visual aids that enhance understanding of the project

5. Brief Description:

- Provide a 150-200 word abstract summarizing the project for display on the hub. This should include the purpose, methods, and significance of the project.
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Submission Process:

- Submit all materials via the NOTA Capstone Hub google form

Deadlines:

- Initial Submission Deadline: 6 June, 2025.
 - Rolling Deadlines: After the initial deadline, submissions will be accepted on a rolling basis to ensure timely updates to the hub.
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Submissions will be reviewed using this [rubric](#)