

Payette High School Senior Project Manual



2018~2019

This manual belongs to: _____

Letter to Seniors and Parents

Congratulations on reaching this stage in your education. We hope you are proud of your achievements in school. Before you graduate you have a wonderful opportunity to extend your skills and knowledge—to stretch yourself and to show that you have the organizational and communication skills you will need as an adult.

The State of Idaho has decided that every student will successfully complete a Senior Project in order to graduate from an Idaho public high school. The Payette County school community is happy to be a part of this commitment as we believe it will be a valuable experience not only for the individual student, but also for the community as a whole.

Please read this manual carefully with your parents or guardian. Your product and your portfolio are to be complete and you should be prepared for your presentation. Your advisor will be available to assist you, ***but you, yourself***, are responsible for completing this project. If you are late on any deadlines you may lose eligibility for all extra curricular activities including sports, clubs, leadership positions, dances, trips, etc. You may also be assigned lunch detention until work is made up.

You can make this a memorable experience you can look back on with pride.

Work hard and enjoy!

For more information or questions please contact:

Chris Higley at chrhigley@payetteschools.org

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TIMELINE AND DUE DATES

- January 24th** Go over the Project Manual with your parent/guardian. Discuss possible projects and mentors. Have parents sign the Senior Project Contract.
- By February 14th** Find a qualified person willing to serve as your Community Service Supervisor. Make an appointment to meet. Discuss your project and a supervisor's role. Have him/her sign the Supervisor Approval Form.
- February 28th** **Submit a copy of your Proposal to your Advisory Teacher.**
As soon as you are notified that your project and supervisor have been approved, you may start to work on your project.
- March 14th** Any proposal revisions requested must be submitted.
- Summer** **Complete your community service, project, and journals.** If any questions, email Mrs. Higley at chrhigley@payetteschools.org. *(please use personal email, I can not reply to school email accounts)*
- September 12th** Submit your **Portfolio (with required contents)** to your Advisory Teacher.
- September 26th** **Schedule presentation time** with Mrs. Higley to present your 10-20 minute presentation.
- TBD** **Final presentation in front of a panel of judges: 8:30 to Noon**

Research paper is completed in your Senior English Class.

Congratulations on a successful Senior Project!

PREPARATION

Your Senior Project

Your senior project is the climax of your years of schooling so far. Here you will get a chance to show that you have the skills to succeed in the world of work and/or in college.

Your senior project will be on a single topic or area of interest. Community service, project, and research paper must all tie together.

You will show that you can work with other people, organize a large project, communicate in a variety of ways, and persevere when things become difficult. You will become part of the community in a new way.

Choosing a Project

Choose a project that will be challenging because it is new to you or because you will take something you already know to a new level. You will be spending a lot of time on this, so make sure your chosen subject will hold your interest for several months of work.

Your project needs to be worth doing and have educational merit, and it should be designed to benefit you and the community in at least one of the following ways: 1) increase your knowledge, 2) help you along your career path, 3) help somebody in the community, 4) make your life more well-rounded. Your project can link together with a service project or can be separate but should still tie together. Your project should be what a successful adult would do.

Job shadowing is not considered community service.

Help in Choosing a Project

If you cannot decide what to do after talking with your friends, family, or a trusted adult, the Senior Project Committee has ideas to help you. Check with Mrs. Higley.

Getting Your Project Approved

When you have submitted a well written, well thought-out proposal, it will be approved by the Senior Project Advisor. You must first submit your Proposal and your Contact Information Form, together, to your Advisory Teacher.

Only after you have been notified your project has been approved, may you begin.

Your Community Service Supervisor

Your supervisor must be approved by the Senior Project Committee. Carefully choose a supervisor with knowledge, experience, and talent who will guide and advise you in his or her area of expertise. There are many, many people in our community willing to help dedicated students.

Guidelines for Choosing Your Supervisor

Choose a supervisor

- **Who is not related to you.** (Some exceptions to this rule may be granted, but a relative cannot participate in evaluations.)
- Who is at least 21 years old. The more experience a supervisor has, the more valuable your experience will be.
- Who has time to work with you. (One senior project per supervisor each year.)
- Who is approved by your parents and the Senior Project Committee.

Roles of the Community Service Supervisor

Your supervisor is expected to provide expertise on your project and to help you in the following ways:

- Guide you through the product phase, answering questions, demonstrating, etc., but **not** doing any of your work or making any decisions for you.
- Meet with you at regular intervals and sign your log and verification forms.
- Fill out the necessary evaluation forms.
- Be a judge for your presentation (if possible.)

Guidelines for Working with Your Supervisor

Hours may only be accrued for your project after your project and your supervisor have been approved!

Please maintain regular communications with your supervisor.

Be grateful and considerate and polite!

At the conclusion of your Senior Project **send your supervisor a thank you note.**

If the need arises to have a separate senior project supervisor and community service supervisor please fill out a second Supervisor Approval Form.

Your Proposal

Use the following memo format for your proposal. Be succinct in your writing; only one page will be accepted.

To: Senior Project Committee
From: [Your full name]
Date: [Month, Date, Year]
Subject: Project Proposal

In the *first* paragraph—**Project:**

- Describe your project.
- Explain why you are interested in this subject.
- Detail your experiences with this subject up to this point.
- Tell about your Project Supervisor. Highlight their qualifications and experience.

In the *second* paragraph—**Community Service:**

- Describe your community service project.
- If different than the Project Supervisor, tell about your Community Service Supervisor and highlight their qualifications and experience.

In the *third* paragraph—**Research Paper:**

- *Write the question* that will guide the research paper component of your project. (Think about what it is you would **most like to learn**)
- Explain how and where you will do your research.
- Discuss any other sources you feel will be helpful to you.

In the *fourth* paragraph—**Goals:**

- Explain how your project and community service ties together and accomplishes one of the following:
 - Academic depth
 - Career exploration
 - Life enrichment
- Explain how you will proceed and predict problems you may encounter.
- Will your project take more than 15 hours? If so, how many more?
- Describe how you will showcase your project and community service for your presentation.

Proposal Approval Checklist:

Is my paper formatted as shown above?
Is all the required information on one page?

Do I have the following in my paper?

Project	Community Service	Research Paper	Goals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PORTFOLIO

The Portfolio Portion of Your Senior Project

You will need to keep accurate records of your process, and your logs are an ongoing aid to help you with this. Not only will you need the collection of the paperwork for the evaluation of your project and portfolio, you will also appreciate it, and yourself, as a record of your achievement. Your portfolio, as well as your presentation, should be a reflection of your personality, and it should fit the nature of your project. You may be businesslike (as with a loose-leaf presentation binder) or you may be creative (as with a scrapbook or journal).

Your portfolio should demonstrate your ability to organize a complex task.

Forms

All forms are available in the office, as well as attached here.

Your portfolio must contain the following, along with other contents you choose:

- **Table of Contents**
- **Approved Proposal**
- **Documentation (4):** Contact Information, Parent/Guardian Permission Form, Contract, and Supervisor Approval Form. (Pages 13-16)
- **Activity Log** to be filled out each time you work on your project. (Page 22)
- **Journaling Entries** for the 5,10, 15 hour checks. (See Page 21)
- **Personal Final Reflections Essay-** Journal 4. (See Page 21)
- **Supervisor Reports** for 5, 10, 15 hours and Final Verification. (Pages 17-20)
- **Photographs** of your work in progress as well as the completed project are highly encouraged as they will help you to build your PowerPoint for your presentation. If you are not allowed to take pictures of patients, etc. take pictures of the building, empty rooms, of hands doing things. Get in the picture to show us you were there.
- **URLs** for any project material obtained from the Internet.

The Project Log

The project log portion of your portfolio is a record of your time spent on your project. It will help your supervisor to advise you and help your committee evaluate your work; but, most importantly, it is a tool to help you as you work on your project.

Each time you work on your project you will record the following on your project log. (Page 21)

- The date and the amount of time you spent working
- What you did during that time

*******There will be three logs minimum.**

Show your supervisor your log every time you meet, and have them initial it.

- You will also journal at the 5, 10, 15 hours, and Final Supervisor Checks. Directions are included on logs and supervisor reports.

Grading of the Portfolio

Rubric: Passing score on this section: 12 points.

	4 points	3 points	2 points	1 point
Appearance	Professional quality; business-like or artistic. High degree of project achievement is evident.	Neat and efficient; project achievement is evident.	Adequate, but sloppy; some evidence of project achievement.	Dirty, wrinkled, torn, and not professional. Project achievement is difficult to see in portfolio.
Completeness & Organization	Everything is in its place; high degree of organization and contains all required contents.	Everything is mostly organized; contains all required contents.	Unorganized; not missing any required contents.	Unorganized and or incomplete; missing some required content.
Logs entries & journal reflections	All writing is done well with attention paid to details. Project progress is evident.	Writing lacks some detail, yet there is evidence of project progress.	Entries are irregular and/or undeveloped; difficult to see project progress.	Entries are scarce and/or repetitive; little or no evidence of progress on project.
Keeping to a schedule.	Accomplishment is impressively evident. No deadlines were missed.	One or two deadlines were missed, but explanations are included.	Several deadlines were missed with no explanation.	Several deadlines were missed, with no explanations and some dated forms are missing.

Contents Required:

- Table of Contents**
- Approved Proposal**
- Forms (4): Contact Information, Parent/Guardian Permission Form, Senior Project Contract, Community Service Approval Form**
- Project and Community Service Logs**
- Supervisor's 5, 10, 15 Hour & Final Verification**
- Journal Entries – 5, 10, 15 Hours**
- Personal Reflections Essay (Journal 4)**
- Photographs**
- URLs if any material from Internet**

YOUR PRODUCT

The Product Portion of Your Senior Project

The product portion of your senior project is the hands-on part. You will plan and engage in a real-world activity in which you apply the skills and knowledge you have acquired in your 12 years of schooling and stretch your current abilities. The product should be difficult, but not impossible, to complete. If you truly put your skills, effort, and thought into your product, it will be a lasting source of pride. Be creative! Be ambitious! You should plan on spending at least 15 hours of your own time on this part of the project. This is in addition to your 15 hours of community service.

*Your project should be an **EXTENSION** of a current interest or the pursuit of a new interest, not merely a continuation of a current interest.*

Types of Products

The product should fit into one or more of the following categories:

- **Academic Depth**
- **Career Exploration**
- **Community Service**
- **Life Enrichment**

Suggestions for Products

- **Academic**—Study a subject not covered in school or go beyond the level a subject is covered. Examples of products? Plan a teaching unit and present it. Spend a day with a professor in the field. Read 5 classic novels and keep a readers’ journal. Research and write an article on the subject and submit it for publication in a journal. Study a person of historical significance and prepare a first-person performance in costume. Write an “Idiot’s Guide to . . .” Use your imagination!
- **Production**—Make something. Examples? Build a boat. Rebuild an engine. Illustrate a children’s story. Produce and edit a film. Build a gazebo. Do the body work on your old truck. Create a graphic novel. Design and sew a prom gown. Build and dress a set for a play. Design and make a welded garden sculpture. Learn how to drywall and do a room. Use your imagination!
- **Performance**—Plan, practice, and perform for an audience. Examples? Plan and direct a fashion show. Act in a play for the community theater. Plan a senior recital to show your vocal or instrumental achievement. Put on a magic show. Write and perform a stand-up comedy act. Organize and performance reading of your creative writing. Direct and film a music video of a local band. Use your imagination!
- **Teaching or leadership**—Step up and be a leader. Examples? Coach a Little League team. Teach a class session at a school. Chair a committee. Organize an Arbor Day activity. Lead a recreation activity at an assisted living facility. Organize an informational campaign. Teach a community ed. class. Use your imagination!

- **Technology**—Develop your computer skills. Examples? Design and publish a home page on the World Wide Web for a local business. Build a computer. Organize a day for senior citizens to bring their computers for free troubleshooting and maintenance. Learn a new programming language and write a program for a simple game. Use your imagination!
- **Career**—Explore a potential career. Examples? Do an internship. Research a career and shadow a person in the field. Interview a variety of people holding jobs you’re interested in. Learn how to inspect and maintain a crop-dusting plane. Learn how to prepare income taxes. Spend an entire day helping an elementary teacher (duties, meetings, and all). You need to end up with a product—pictures and/or notes would be acceptable. Use your imagination!
- **Physical**—Improve your physical prowess or fitness level. Examples? Run a marathon. Learn scuba diving. Earn a brown belt in karate. Start a fitness/nutrition program. Learn how to snowboard. Use your imagination!
- **Primary Research**—Research something within our community using primary sources. Examples? Research the history of a building or landmark. Compile a photographic history of Main Street. Trace your family’s roots. Conduct an independent science experiment such as those in the Westinghouse competition. Conduct a survey on behalf of the city, county, or school district. Use your imagination!
- **Community**—Do something to make your community a better place to live. Examples? Volunteer to help senior citizens or children. Volunteer to help a citizen’s committee with their presentation. Organize a project for Paint the Town. Organize a cleanup project for Earth Day. Volunteer with a hospice program. Give “time off” to people caring for an ill parent or disabled child in their home. Use your imagination!
- **Hobby**—Develop a new interest or take an existing hobby to new levels. Examples? Use the potter’s wheel to create a teapot and cup set. Build and fire a rocket. Build a grandfather clock. Learn taxidermy and stuff a bird. Learn how to play a difficult song on your guitar. Create an original design carved leather belt. Use your imagination!

Guidelines for Choosing Your Product

You are encouraged to be creative, but you will not be allowed to do projects that are dangerous to yourself or others or that violate the law or school rules. Any expenses of your project must be taken care of by you and/or your parents. Be sure to consider this when choosing your product. All of the components of your project—the journal, the supervising, the research, the product, the presentation—must fit together cohesively. If your product has no tangible result, it still must be documented.

Grading of the Product

The Presentation Panel will evaluate your product during the presentation. The Presentation Rubric contains the product portion grading. (Page 5)

YOUR PRESENTATION

The Presentation Portion of Your Senior Project

The presentation portion of your senior project is where you will get to showcase what you have accomplished while working on your project.

You will use the speaking skills and poise you have developed while in high school to make a good impression on a panel and other guests.

The Presentation

Your presentation will include the following, along with any components you add to make it uniquely yours!

- **Project and Community Service** description
- The **reason** you chose the topic
- What you **learned** from your project
- What you **learned** from doing community service
- Your **pictures**, artifacts, product, etc.
- Visual/audio **aids** that are creative and professional in quality
- Entertaining **questions** from your audience

Guidelines for Preparing the Presentation

- Dress professionally and modestly (follow the dress code.)
- Present yourself as you would for a job interview.
- Practice your presentation to be sure it is at least 10 minutes.
- Index cards may be used for notes, but **do not just read it!!!**
- **TIME LIMIT: minimum of 10 minutes!!!**
- Present with maturity and professionalism. (No gum, slang, etc.)

PRESENTATION DATE: **To be determined - 8:30 until noon**
Schedule time slot with Mrs. Higley

A panel of teachers and community members will judge your presentation using the rubric on Page 9.

To receive full credit you must present on the chosen date.

Your Audience

Your audience will be teachers, community members, your supervisor, and possibly parents.

Your presentation is a public speech, so you'll want to practice and polish it.

Be sure you meet the 10 minute minimum time limit!!!

Grading of Your Presentation

A panel of people will be provided by the Senior Project Committee, to evaluate your presentation with the following rubric. A score of 23 is passing.

	Advanced (4)	Proficient (3)	Basic (2)	Below Basic (1)
Professionalism	Looked professional. Poised, confident – takes visual command of the room.	Dressed Professional.	Dressed neatly.	Inappropriate attire. Late to arrive. Missed the original presentation date.
Speech Contents	Informative introduction, organized main body, *complete information	Uses a variety of vocabulary & expressions accurately and appropriately.	Some repetition of words and expressions.	Words are used repeatedly or with fillers (err, umm, ahhs, like, etc.)
Speech Delivery	Excellent eye contact. Enthusiastic. Purposeful gestures.	Good eye contact. Clear voice. Some gestures.	Minimal eye contact. Attempt is made to be heard.	Unprepared. Does not attempt to connect with audience with eyes, voice or gestures.
Materials/Skills	Effective use of audio or visual technology.	Adequate use of visual aids.	Minimal use of visual aids.	Student uses no visuals. Inadequate.
Learning	Clearly explained what they learned.	Explained some learning took place.	Explained very little about what they learned.	No learning apparent.
Usefulness of the Project	Students gained confidence and demonstrated their growth through the project.	Student gained some confidence; demonstrated little growth.	Student had little confidence or growth.	Did not demonstrate any confidence or growth from this project.
Time	Over 10 minutes No more than 20	8-10 minutes	5-7 minutes	Less than 5 minutes
Respond to Questions from Judges	Able to answer and expand on questions	Able to answer questions.	Questions not adequately answered.	Unable to answer questions.

Time does NOT include question and answer time.

Judges comments:

*Complete Information

Project and Community Service description

The **reason** you chose the topic

What you **learned** from your project

What you **learned** from doing community service

Your **pictures**, artifacts, product, etc.

PROJECT GRADING

You must successfully complete (“Pass”) Senior Project to graduate from Payette School District.

Your Senior Project grade will appear on your transcript as “Pass” or Fail.”

Your project will be evaluated on three parts: the portfolio, the presentation, and the research paper with graded rubrics.

1. Portfolio:

Your portfolio will be graded by the Senior Project Committee.

2. Presentation & Product:

Your presentation and product will be graded by panel members from the faculty and the community.

3. Research Paper:

Your research paper will be graded by your English teacher.

Due Dates

February 28th—turn Proposal into your Advisory Teacher.

September 12th —turn Portfolio into your Advisory Teacher.

By September 26th —schedule presentation time slot with Mrs. Higley

TBD—Presentations this day only (minimum of 10 minutes.)

Research paper will be completed in Senior English class.

YOUR RESEARCH PAPER

Your research paper will be done as part of your class work in your senior English class.*

The paper will be the academic companion to the product portion of your project.

The purpose of your research is to find out more about the subject of your senior project.

The Research Paper Portion of Your Senior Project

The research paper is to demonstrate that you know how to find information, that you can organize information from various sources, that you can draw a logical conclusion by combining information from credible sources, that you can give credit to your sources, that you can follow directions, and you can produce an interesting paper.

The Rules

1. Follow your English teacher's directions exactly. You will get a separate grade in your English class for the paper.
2. Choose the correct format.
3. ***Do not plagiarize in any way!!!*** If you do, you will receive a zero on this portion of your project.
4. Your paper will be read and evaluated by your English teacher.

*Any Senior NOT enrolled in an English class with a PHS English teacher, will be assigned a teacher to guide them through the research paper process.

SENIOR PROJECT CONTRACT

You must complete and sign this contract to show that you understand your responsibilities for completing a Senior Project in order to graduate from Payette High School.

Please initial the space to the right of each statement.

	Initials	
	Parent	Student
We have read the Senior Project Manual.	_____	_____
I understand that I must earn the minimum required in each of the components of the Project in order to earn a passing score.	_____	_____
I understand that the deadlines on <i>page ii</i> of the Manual are absolute; therefore, I should complete those tasks well before the deadlines. An emergency of any type will not excuse me from meeting a deadline.	_____	_____
I understand that any work I have already done on this project will not count toward the grade of the Senior Project.	_____	_____
I understand that most of the work on the Senior Project is to be done outside of the school day.	_____	_____
I understand that one of the purposes of the Senior Project is to foster collaboration among students, parents, community, and school for the ultimate benefit of the students. I will positively affect cooperation.	_____	_____
I understand that even though I may receive assistance on my project from my advisor, my supervisor, my parent or guardian, or others, the actual work must be my own.	_____	_____

Student _____
(please print)

Student _____ Date _____
(signature)

Student's phone _____ Student e-mail _____

Parent _____ Date _____
(signature)

Parent's phone _____ Parent's e-mail _____

A successful Senior Project requires student initiative and self-discipline, as well as parent, teacher, and community support. We hope you will enjoy watching your senior grow and learn through this experience.

Parent/Guardian Permission Form

I have studied the *Senior Project Manual* with my senior and understand that this is a project that will require use of the social, academic, and organizational skills acquired throughout the past 12 years of formal education. It will also require that the young person stretch beyond previous accomplishments.

I understand that my senior will need to prioritize activities and manage schedules in order to meet deadlines. I understand that the deadlines given in the manual are the absolute final dates for submission. Students are expected to complete most of the tasks before the deadlines. I also understand that doing the work and meeting the deadlines are the senior's responsibility, not mine.

Please sign the following to give your approval to your senior's project:

- I understand that my son/daughter must successfully complete a Senior Project in order to graduate.
- I understand that the student's choice of projects was made by the student, not the school, but that it requires approval of the Senior Project Committee.
- I understand that any expense for the project will be the choice and responsibility of the student and his/her family.
- I understand that the purpose of the project is of an educational nature and that it should not involve unusual personal risk.
- I understand that the Senior Project involves four components and that all four components must be completed with passing scores.
- I approve of my senior's community service supervisor and give my permission for them to meet and/or work together.
- I approve of my senior's Project choice.

Parent/Guardian's Name: _____
(Please Print)

Address: _____

E-Mail: _____

Signature: _____

Contact Information

Student Name _____

Student E-Mail _____

Student Home Phone # _____ Cell # _____

Parent Name _____

Parent E-Mail _____

Parent Work Phone # _____ Cell # _____

Supervisor Name _____

Supervisor E-Mail _____

Supervisor Work Phone # _____ Cell # _____

Senior Project/Community Service Supervisor Approval Form

A supervisor is a person with knowledge, experience, and talent who guides and advises a young person in the supervisor's area of expertise.

Please initial the space if you meet the following qualifications:

- I am at least 21 years of age. _____
- I am not related to the student. _____
(Exceptions may be granted. Student must submit a written request.)
- I will serve as a Senior Project Supervisor for only one student per year. _____
- I am willing to meet the time commitments as described in the letter. _____
- I have enough knowledge and experience to guide a novice. _____

By signing this form, I commit to helping the student.

Supervisor's Name _____

(Please Print)

Address: _____

E-Mail: _____ Phone No. _____

(Please circle the method you would prefer we use when contacting you.)

Qualifications/Experience in the field relating to the project:

Supervisor's Signature _____

Parent/Guardian's Signature _____

(I give permission for my son/daughter to work with the above named supervisor.)

Student's Name (PLEASE PRINT): _____

If you have two different supervisors, a senior project supervisor and a community service supervisor, please fill out a second Supervisor Approval Form.

Senior Project Supervisor Report Ten-Hour Check

Student Name _____

Supervisor Name _____

Thank you very much for the time and effort you are contributing to our student and his/her Senior Project. Please answer the following questions as accurately as possible.

Has the student conferred with you about the project? Yes _____ No _____

How many times have you met with your student so far? _____

How much time have you spent working with your student? _____

Have you seen the student's Project Log? Yes _____ No _____

Do you have any comments about the Log?

In your estimate, has the student spent at least ten hours on the Product portion of the Project? Yes _____ No _____

In what ways have you worked with your student?

Do you have any concerns or questions about the student's progress?

Do you think the student is making satisfactory progress toward completing the Product portion of the Project? Yes _____ No _____

Supervisor's Signature _____ Date _____

Senior Project Supervisor Report Final Verification

Student Name _____

Supervisor Name _____

Thank you very much for the time and effort you have contributed to our student and his/her Senior Project. You have been a key person in this important learning experience. For your final report, we need your perspective on the overall experience of the student in completing the product.

Have you seen the product at different stages of development? Yes _____ No _____

The student was asked to keep in contact with you during this project. How did he/she do communicating?

Was the student courteous towards you and respectful of your schedule?

Approximately how many hours do you think the student spent on the task of completing the product portion of the project? (Ideally, your estimate will be close to the amount of time in the student's log.) _____

Please comment on how you feel this project extended the student's learning. Was it a challenge for him/her?

Did the student encounter and overcome any major problems?

What success have you seen this student achieve?

Would you be an advisor for a Senior Project again? Yes _____ No _____

Supervisor's Signature _____ Date _____

SENIOR PROJECT JOURNAL ENTRIES

Directions: *During the course of your senior project, you will chronicle your experiences through three one-page journal entries and a Final Two-page Reflection Essay. Each journal should be at least a page and the final essay should be a minimum of two full pages.*

Follow MLA for each journal entry. Each journal entry is due in conjunction with the supervisor checks, so make sure to show your supervisor both items before each deadline.

Journal Entry 1: Starting Goes with 5-Hour Supervisor Check

- What is the central idea of your project? What do you hope to learn or study? What are your goals for this project?
- Describe how you came to be involved in this specific project. What first interested you in the idea?
- Explain your plan, procedure, and process as you move forward from this point.

Journal Entry 2: Progressing Goes With Your 10-Hour Supervisor Check

- What skills are needed to achieve your project goals?
- Assess your process so far. Is it working? Do you feel confident in your approach?
- What obstacles have you encountered? How do you plan to overcome them?
- How will you adjust your process from this point forward?

Journal Entry 3: Finalizing Goes With Your 15-Hour Supervisor Check

- Detail both your positive experiences and/or your frustration so far in working to complete this project.
- Address your supervisor's role in the project.
- Create an outline that clearly details your "Presentation." Include all important details for your presentation, including the mode and means for presenting your project.

Final Reflection Essay (Journal 4): Reflecting Goes With Final Supervisor Report *Two Full Pages!

- Compare and contrast your senior project experiences with your high school experiences.
- Explain in detail what you have learned through the completion of the project. What have you learned about yourself? What have you learned about the process of working independently on a project that is so important? What have you learned about the subject matter of your project?
- How is your senior project relevant to your future?

Project Logs – Deadline September 12, 2018

Show your supervisor your log every time you meet, and have them initial it.

Date	Start Time	End Time	Total Time (Daily)	What I did during this time.	Supervisor initials the boxes when you have completed the hours.
					<input type="checkbox"/> Five Hours Total Date _____
					<input type="checkbox"/> Ten Hours Total Date _____
					<input type="checkbox"/> Fifteen Hours Total Date _____
					<input type="checkbox"/> Hours Completed Date _____
					Comments or Concerns: _____ _____
Project Supervisor Signature _____ Total Hours _____					Supervisor Comments/Concerns: _____ _____

Community Service Logs – Deadline September 12, 2018

Show your supervisor your log every time you meet, and have them initial it.

Date	Start Time	End Time	Total Time (Daily)	What I did during this time.	Supervisor initials the boxes when you have completed the hours.
					<input type="checkbox"/> Five Hours Total Date _____
					<input type="checkbox"/> Ten Hours Total Date _____
					<input type="checkbox"/> Fifteen Hours Total Date _____
					<input type="checkbox"/> Hours Completed Date _____
					Comments or Concerns: _____ _____
Community Service Supervisor Signature _____ Total Hours _____					Supervisor Comments/Concerns: _____ _____