

Poway High School Senior Project

Calendar of Assignments 2016-2017

Due Date	Assignment / Activity	Class / Details
Week of August 29	Idea Exploration Worksheet	Social Science
End of August	Résumé	English
September	Career Research & Infographic	English
Week of October 3	Set up, check Portfolio Binder (tabs and page protectors)/Explain Check-Up expectations	English
October 10	Proposal Due (One 20 hour project or two 10 hour projects)	Social Science
November 7	Career-related Typed Interview	Social Science
Week of Nov. 28	Check-Up #1 due/ 6 hr. minimum (Cover Sheet & Evidence)	Social Science
Dec. 6	Deadline to revise proposal	Social Science
Week of January 3	Check-Up #2 and Mini Presentation: Completion of first half of activities/hours (10hrs)	English: includes binder with Check-Up cover sheet, evidence, approved proposal, and mini presentation
Week of February 27	Informal progress Check (Cover Sheet & Evidence)	English
March 7	Last day to submit proposal changes for second semester work	Social Science
Week of April 17	Check-Up #3 and Mini Presentation: Completion of all activities/hours (10hrs)	English: includes binder with Check-Up cover sheet, evidence, approved proposal, Graded Check-Up #1 and #2, and mini presentation
Week of April 24	Roll out and discuss Senior Project Presentation details and outline assignment	Social Science
April 25	Portfolio peer evaluation	English
April 26-28	Portfolio DUE (Late portfolios due no later than May 8) Note: Portfolios will not be returned until after final presentation.	English
Week of May 8	Attention-getter and presentation Outline due	Social Science
May 18-19 or 22-23	Mock Presentations	Social Science
May 12	Affix portfolio labels, get room assignment, and walk portfolio to distribution room	English
May 15-18	Room Verification Form	Social Science
Wednesday, May 24	Oral Presentation	Social Science, panelists

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Overview of Assignments in Final Portfolio

Résumé: English classes in August.

Career Research: English classes in mid-September. Students will complete two career research charts with MLA citations (at least one should align with the interview) and an infographic comparing the two researched careers

Interview: Social Science in early November. The interview must be conducted with a professional, 21 or older non-family member, ideally in one of the careers researched by the student.

Proposals: Social Science in early October and early February. Students will choose to job shadow a professional in the career of their choice, organize an event, or explore a meaningful avocation. They may continue with the same project for both semesters, building on the first semester's work second semester, OR they may plan two distinct projects, one for each semester.

Check-Ups: Social Science classes in November: the 1st informal check-up. English classes in January & April: the formal 2nd and 3rd check-ups, where students turn in 1) the graded copy of their proposal, 2) an hour-by-hour time sheet chart (about 50 words per hour entry) explaining what they did and learned, 3) detailed notes or picture(s) with captions to help the reader picture exactly what they did each hour, and 4) at least one other type of evidence to support the summary for each semester (e.g., an agenda or brochure with notes, artifacts with captions). The work completed must match the proposal. Each semester students will do a mini-presentation about their project using Google Slides.

Cover Letter: English classes in April.

Portfolio: English classes – end of April. Students will turn in a portfolio that contains their cover letter, resume, career research grids and graded infographic, professional contact sheet, graded interview, graded proposal, and the time-sheet and evidence for each formal check-up.

Presentations: All students will present a 15-17 minute reflection on their work. They will discuss their career research, interview, proposals, check-ups, and what they learned from these experiences.