

Senior Project Guidelines



This year you will complete a Senior Project. Your English 12 teacher will assign specific parts of the project throughout the fall and spring semesters.

PROJECT SELECTION

Your project must be either career or community service related. Some projects will be both career and community service related. If you have difficulties selecting a project, it is up to you to ask your teacher for help.

PERSONAL STRETCH

Your project must cause you to stretch in some way. Projects must challenge you to go outside of your comfort area. You must do something you have never done before.

AUTHORIZATION

You may only begin your project once it has been authorized. The Senior Project Committee, will review and authorize all projects. Projects that will not be accepted: 1) Group projects—all Senior Projects will be done individually. No exceptions. 2) Job shadows. 3) Any campus improvement projects or use of facility must be approved by the principal at least 90 days prior to the event.

TIME REQUIREMENT

At the minimum, your project must take at least 15 hours to complete.

PROJECT COMPLETION

In order to graduate, you must complete your project. You must finish and follow through with whatever you set out to do. Make sure you select a project that you know you can finish.

DONATIONS AND RECEIPTS

If money or goods are donated to an organization, there must be a receipt provided. All money must be handled by your mentor.

MENTOR

You must have a mentor throughout your project. This person should have some expertise in your project area in order to be qualified to offer guidance and support. Mentors must be able to verify that you completed your project, so they should be kept informed of all stages of your project. Family members, those who are under 25 years of age, and English 12 teachers may not be mentors. Please speak to your teacher if you feel you have an exceptional situation.

THE PORTFOLIO

Each student will complete a portfolio. The portfolio will record each stage of your project and must be complete (meaning *no* missing pieces) in order to fulfill your graduation requirement. There are six mandatory pieces in the portfolio. Pieces one through three are due during the fall semester. Pieces three through six are due during the spring semester. Your teacher will assign specific due dates for each piece.

Piece

- 1) Project Proposal
- 2) Letter to the Mentor
- 3) Project Poster (7 X 7)
- 4) Project Log
- 5) Reflective Essay
- 6) Final Mentor Verification/Evaluation
- 7) Project Evidence

Semester Assigned

- 1st semester
- 1st semester
- 1st semester
- 2nd semester
- 2nd semester
- 2nd semester
- 2nd semester

*If you start and complete your project right away, as some students do, please speak with your teacher. You will need the directions for these pieces.

Your teacher will keep your portfolio for you. Once each piece has been edited thoroughly, it will be placed in your portfolio. Your portfolio will be sealed and sent to the Senior Project Judges approximately one week before presentations. The judges, who are comprised of members from the community (teachers, professionals, retired professionals, etc.), will evaluate your portfolios prior to your presentation.

***In order for these pieces to be placed in your portfolio, they must be final drafts. Rough drafts will not be placed in your portfolio.**

SPEECHES AND PRESENTATIONS

The week before graduation you will deliver an eight to ten minute speech about your project. This speech will be delivered to and evaluated by a panel of judges (usually 4-5 judges per panel). You will need to dress professionally and have a visual aid at your presentation. Most students arrange their visuals on a trifold. Your teacher will give you directions on preparing your speech and pointers on arranging your visual aid.

DUE DATES

While you may begin your project as soon as the Senior Project Committee authorizes it, it must be completed by the day you return from Spring Break. The polished portfolio must be completed one week before presentations, and presentations are all given the week prior to graduation. Your teacher will give you specific dates during the spring semester.