Personal Projects: Summer Responsibilities 2017

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**By this point, you should have completed the following items:**

1) Personal Project Proposal (approved by Cuccherini)

3) Section A: Investigating – First Draft

4) Works Cited Page – First and Second Draft

You have grades for all of these items on PowerSchool. If you have any questions about why you received the grade that you did for any of these items, see me immediately.

Remember, you are responsible for retaining electronic copies of your paper. Your personal project paper is YOUR responsibility, though you will receive your paper copy back in the fall for your reference in completing the remainder of the paper.

**Before you leave for the summer, you should:**

1) Meet with your supervisor at least ONCE. This does not count your initial contact where you asked them to be your supervisor. You should take your proposal and the first section of your paper with you. You should make notes on your **supervisor log** about your conversation, and you should have your supervisor sign off on the meeting.

2) Begin writing Section B: Planning. I will not formally ask for this section of the paper until after we return from summer break. However, I do expect you to begin writing it, because it will help you in the completion of your project.

3) Turn in the **Detail Plan** to me before you leave. This plan will outline a schedule of what you hope to complete over the summer, and will serve as evidence of your time-management skills, an important component of your score on your personal project.

**On September 18, you will turn in the following items. Completion of these items will count as a quiz grade in your IB English 10 class:**

1) Process Journal: Must contain at least 25 separate entries. Remember, you must demonstrate your progress throughout the summer. Your journal should demonstrate clear evidence of work. If your project is not successful, your journal is your first line of defense for demonstrating your sincere effort. Every journal must have the date clearly written at the top, and must be clearly delineated from the entries that surround it. All journal entries should be on the same document (or in the same notebook), and will be printed for submission on September 18. Electronic copies will not be accepted.

2) Supervisor E-mails: You must print the e-mails that you sent your supervisor over the summer. You must have sent them a minimum of 5 e-mails over the summer. You will attach these e-mails to the end of your process journal. Make sure you’ve obtained your supervisor’s e-mail BEFORE you leave for the summer, and understand that they may not respond to your e-mails right away, but you are accountable for contacting your supervisor regardless.

**I will return your Section A, paper copies, in the fall. Section B will be due October 2. You must visit your supervisor to discuss your draft and summer work, and have them sign off on the meeting on your signature sheet, by October 9. We will complete the remainder of the paper through English class. The final project is due December 11 in seminar. You will receive more detail (a lot more!) before then.**