Personal Projects: Summer Responsibilities 2019

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

1) Personal Project Proposal

2) Section A: Investigating – First Draft

3) Section B: Planning Outline

You will 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 Ms. Kurth immediately.

Remember, you are responsible for retaining electronic copies of your paper. Your personal project paper is YOUR responsibility. I will not be able to access the dropbox for this year’s course next fall—you must back up your work before you turn in your laptop.

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

1) Meet with your supervisor at least TWICE. This does not count your initial contact where you asked them to be your supervisor. You should take your proposal, the first section of your paper, and your detail plan with you. You should make notes about your conversation. You will have to submit dates and notes about all three of your in-person meetings in December 2019.

**On September 4, 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 and thoughtful reflection. 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 4**. 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 3 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.