

## SYLLABUS

Senior Project  
Meets Daily  
2019-20

### Course Description:

The Senior Project is an important part of a student's final year of high school. It integrates skills, concepts and data from the student's program of study into one culminating project. Students work on individual projects. A Senior Project consists of a major product/artifact, portfolio, oral presentation and a written research paper. **Senior Project is a state and district requirement for graduation.**

**Learning Targets:** By the end of this course students will:

- Meet rigorous and measurable standards for academic and technical performance that reflect global demands, are required of all students, and make a diploma meaningful.
- Organize curriculum around authentic student projects, which serve as a basis for learning from career and academic disciplines in an inter-disciplinary approach.
- Develop capacities not conventionally taught, such as, ability to work independently, problem solving which involves students as expert-practitioners who use and demonstrate their knowledge and skills, etc.
- Engage in complex, challenging tasks, which displays the integration of learning, the generation of knowledge, reflection, and creation of a product, and provides the student with the opportunity to work with business and industry partners.
- Foster student as "active learners", capable of solving complex problems and constructing meaning that is grounded in the world beyond the classroom that encourages collaborative learning with industry and community partners.
- Serves as a capstone to demonstrate the culmination of the student's community-sponsored public education.

### Required Background:

Before they can graduate from high school, Idaho students must complete a senior project. This graduation requirement challenges students to apply everything they have learned in school, plus use real-world skills like time management, organization, communication, collaboration and self-discipline.

### Portfolio:

Your first assignment is to dedicate a 1"-3" binder just for your senior project class. Make sure you use dividers to mark the different required sections.

### Senior Project Components

To successfully complete this course, you will need to complete the following five components:

**Part 1 – Product/Artifact Project** - a tangible creation based on choosing, designing and developing an item related to the student’s research topic.

- The student will spend a minimum of **24 hours** outside class work on a project related to the research topic.
- The Senior Project instructor will approve the Product/Artifact Project. (*Senior Project Proposal Letter*)
- The student identifies an external mentor to assist with the project. The mentor should be an adult accomplished and experienced in the chosen project area. Student will meet a **minimum of three times** with mentor.

**Part 2 – Documentation of the Product/Artifact** - will be included in a **portfolio**.

The following items may be included:

1. **A log** of the student’s hours, including dates and times in an hour-by hour log and a description of what you did during these times. Travel time, thinking time or time spent practicing your presentation DOES NOT count toward your 24 hours. (*Senior Project Time Log*)
2. **Journal entries** about each of the student’s experiences (including dates). Entries should note obstacles, challenges, meaningful activities and encounters in a written discussion. (*Senior Project Journal*)
3. **Photographs** or other visual documentation are crucial components connecting community members to the student’s project experience.
4. **Letters of Recommendation** from mentor or work-based connection as related to the project
5. Include any **notes, papers, flyers, and/or charts** that you may have collected and/or created about the project
6. Include a clean copy of your **research paper**
7. Include a completed **mentor sheet**. (*Senior Project Mentor Contract*)
8. Other items will also be included in the portfolio

**Part 3 – Oral Presentation** - a formal presentation of the project before a review panel.

The presentation consists of a speech, an explanation of how learning was applied in developing the project and a discussion of lessons learned by the student. (*Oral Presentation Rubric*)

- An 8-10 minute oral presentation (with note cards) given to an audience that might include administrators, teachers, community leaders, parents as well as business and industry representatives.
- Speech content should include information about the product/artifact project and how the student personally gains from completing the senior project. (*Tips For Successful Presentations*)

- Include at least two types of visual components such as transparencies, computer generated graphics, PowerPoint, posters, etc.
- Student's portfolio of information should be brought to the oral presentation for review by the audience. Students should be prepared to answer questions from the review panel!

**Part 4 – Research Paper** – the research paper should be just that, a reflection/research of your experiences and everything you learned during this semester, both in class and out. (*Senior Project Research Paper Evaluation Rubric*)

- It's a personal expository essay. So, you will be explaining the process you went through to complete your artifact.
- Including anecdotes helps to bring your experiences to life and would be appropriate for this paper.
- You have written resources to help you plan your research paper. Start with your proposal letter.
  1. What did you want to learn?
  2. What goals did you meet with your artifact?
  3. What were the highlights of your research?
  4. What difficulties did you overcome to complete this project?
- Your journal entries can also help as you document your specific memories for the research paper.
- The final draft will be 3-5 pages. (typed, double-spaced, 12 pt., Times New Roman, 1" margins)
- Works Cited page (MLA format, minimum 3 sources)

**Part 5 – Career Readiness** – This semester during your Senior Project class you will be working with our Gear Up coordinator on activities designed to help prepare you for college or work force training. Your Gear Up coordinator will give you a grade of Pass or Fail. **If you fail this component of you Senior Project class you will receive an F for your semester final grade.**

**Evaluation:**

- Attendance – Because much of your class time will be self-directed, you may earn 10 participation points daily (all or nothing each day) by being on task and participating in guided activities appropriately. Total points depend on the high school master schedule.
- Completed Portfolio – Your senior project portfolio will be graded on organization, neatness, and completeness. Total points possible: 450 points.
- Product/Artifact – A tangible creation (*learning*) based on choosing, designing and developing an item related to the student's research topic: 500 points.
- Oral Presentation – A formal presentation of the project before a review panel.

The presentation consists of a discussion (*content*) of lessons learned by the student and a speech (*delivery*) explanation of how learning was applied in developing the project: **480 points**.

- Senior Project Exhibition Night – The opportunity to showcase your Senior Project and what you’ve learned with family and friends: **250 points**.
- Research Paper – A reflection/research of your experiences: **100 points**.

### Senior Project Topic Selection:

- Topic Selections must be made from three areas of focus that include community service, career/mentor, or personal interest.
- Initially, the student will select two possible topics for teacher approval. *Senior Project Topic and Artifact Exploration Sheet*.
- When the topic is finalized, the student will complete the Senior Project Proposal Letter and submit the letter to the instructor for topic approval. *Senior Project Proposal Letter Sheet*. **Remember, your area of focus/topic must be approved by your instructor or you are wasting your time!**

### Areas of Focus

You can select one of the following three areas of focus for your Senior Project:

**Community Service:** Identify a need in your local, regional, or global community. Contact a nonprofit, community based organization, who currently addresses the need you have identified. *Complete the Senior Project Mentor Agreement Form*. Work with your selected nonprofit organization a minimum of 24 hours. Each time you complete hours, complete your *log sheet* and have your organization/contact person assigned to oversee your volunteer work sign it. Keep up to date *Journal Entries* about each of the student’s experiences (including dates). Entries should note obstacles, challenges, meaningful activities and encounters in a written discussion. Travel time does not count towards the required service hours. If you have been volunteering for a number of years at one place, you may continue with the same organization, provided, however, that you begin a new project or volunteer in a new capacity. You should stretch yourself in a new direction and not just continue something comfortable. **You may not receive personal financial compensation for your community service.**

**Career/Mentor:** Select a specific career you are interested. Contact potential mentor(s): Interview, email, phone, or write letters (must be someone other than a close relative) Make sure you keep a contact log of all correspondence with potential and selected mentor(s). *Complete the Senior Project Mentor Agreement Form*. Work with your mentor a minimum of 24 hours. Each time you complete hours, complete your *log sheet* and have your mentor sign it. Travel time does not count towards the required service hours. Keep up to date *Journal Entries* about each of the student’s experiences (including dates). Entries should note obstacles, challenges, meaningful activities and encounters in a written discussion. **You may not receive personal financial compensation for your career/mentor activities.**

**Personal Interest:** The Personal Interest is a creation based on your own interest and research. Typically, the product is a tangible object, such as a model of your future house you designed and plan to build some day; but the product can be an event as well, such as establishing a 5K event for a specific cause. You must provide proof that you worked on your Personal Interest Project a minimum of 24 hours. Each time you complete hours, complete your log sheet and have a parent sign it. Travel time does not count towards the required service hours. Keep up to date Journal Entries about each of the student's experiences (including dates). Entries should note obstacles, challenges, meaningful activities and encounters in a written discussion. **You may not receive personal financial compensation for your personal interest project.**

### COURSE SCHEDULE

#### Suggested Timeline

Week #1	Orientation
3	Identify Topic
4	Get Parental OK
	Begin Research
	Senior Project Interview #1
5	Begin Product/Artifact
	Journal/Log
6	Select Community Service
	Select Mentor
7	Submit Initial Product/Artifact Plan
8	Review Project Status
	Senior Project Interview #2
12	Review Project Status
	Senior Project Interview #3
15	Make Presentation to Review Panel
	Portfolio Due

**\*\* I reserve the right to change course content and due dates without notice**

#### Academic Honesty

**Plagiarism:** Copying and using in an assignment or report any word(s), phrase(s), ideas(s), though(s) of someone else without citing the source and documenting properly according to APA or MLA form (i.e., taking material from Internet websites without proper acknowledgement and documentation). Consequences will depend on the severity of the plagiarism, the extent of the assignment and the determination of the administration and content department. Plagiarism on a research

paper may include but will not be limited to the following consequences: a zero (O) on the paper; required to research and re-write a second paper and turn in by deadline for partial credit; failure of the class; and possible removal from the course for remainder of semester.

**Deception:** Giving a teacher/instructor false information about an academic assignment such as providing a false excuse for a missed deadline or being less than truthful about having turned in work. If academic dishonesty is detected, the teacher(s) will confiscate the evidence, document the circumstances, and submit a report to administrator.

Depending upon the circumstances, the consequences for academic dishonesty/cheating may include, but are not limited to, the following:

1. The student will receive a "0" for the assignment, test/exam.
2. A notice of the offense will be placed in the file in the Administration Office.
3. The student will not be allowed to make up that grade by extra credit or any other method.
4. The parent/guardian will be notified, and, if necessary, a conference will be held with student and administration.

\*The following steps will occur when a student has committed academic dishonesty in most cases with the exception of plagiarism.

5. Second offense will result in no credit for the assignment and removal from the course with a failing grade.

\* Consequences for Plagiarism will depend on the severity of the plagiarism, the extent of the assignment and the determination of the administration and content department. Consequence will include the following, but are not limited to: parent notification, zero on the quiz/test/essay/research paper; possible completion of second paper by deadline for partial credit; possible loss of credit; and school suspension and removal from course.

## **POLICIES AND PROCEDURES**

### **General Rules:**

- No outside food or delivered drinks are allowed in my classroom.
- Student-owned electronic communication devices are not to be used during class time. \*\*See PRLHS Student Handbook for Students Owned Electronic Communications Devices policy.
- If class is held in a location with school computers/technology snacks and drinks are not allowed in that area.
- Make sure you bring something to work on **every day**. Your daily participation points require you to be busy with school appropriate work during class time.
- Make up work will be accepted with a confirmed excused absence on the day you return from your absence. \*\*See PRLHS Student Handbook for makeup work policy.
- You must be in and remain in your assigned seat until the dismissal bell rings.

- You are tardy if you are not in your assigned seat with all the materials you need for class when the bell rings. \*\*See PRLHS Student Handbook for school tardy policy.
- **School should be viewed as your job where there is no tolerance for tardiness, or negative behavior.**

### Senior Project Oversight Committee

The Senior Project Oversight Committee will consist of all current senior project instructors with administration oversight. The committee will be responsible for review of request for time extensions, incompletes, joint artifact request, project approvals, and senior project integrity/quality decisions.

### Grading Policies:

- Grades are determined by the percentage of possible points students earn on all activities including attendance, classroom presentations/ participation, and senior project components.
- The grading scale is A 100-90%; B 89-80%; C 79-70%; D 69-60%; Any score below 60% is considered failing.
- No late work will be accepted!
- **If a student chooses NOT TO COMPLETE, OR FAILS, ONE OR MORE COMPONENTS OF THE SENIOR PROJECT – daily attendance, proposal letter, portfolio, product/artifact, oral presentation, in-class presentation, exhibition night, career readiness, or research paper – an F WILL BE RECORDED FOR THE FINAL GRADE. All projects must be completed during the assigned semester. A project that is incomplete will receive an F for the final grade.**

### CONTACT INFORMATION

- Dan Caldwell - Senior Project Instructor
- 208-448-1211 ex. 7100
- dancaldwell@sd83.org

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\* Special Thanks to Northwest Ohio Region Tech Prep Consortium for their generous support.