WAHS GRADUATION PROJECT
FACT SHEET

THE BASICS

- All components of the Graduation Project must be completed in order to graduate.
- The project components are **Research Paper** (from Junior year), **Oral Presentation**, **Product**, Project **Journal**.
- All projects must be done on the topic chosen for the 11th Grade Research Paper, unless a change is approved by the Graduation Project Coordinator.
- The overall Project grade counts for .5 credit and becomes a part of a student's permanent academic record and GPA.

TIMING ISSUES

- All seniors who have not already completed their Graduation Project and who are not taking the Graduation Project Course must schedule a date and time for their Project Presentation with the Graduation Project Coordinator (Mr. Garm, Room 110) in September.
- **All seniors complete their Graduation Projects during Semester One** (before January 24th).
- All independent Project Presentations are scheduled for one-hour time slots.
- All Project Presentations are done after school or before school begins (3 – 4 p.m., 4 – 5 p.m., or 7 - 8 a.m.).
- Project dates assigned by the Graduation Project Coordinator are final and not subject to change, except in cases of emergency.
- Projects must be rescheduled in the event of "snow day" school cancellations or early dismissals. See Mr. Garm for rescheduling.
- The **minimum acceptable time** for the Oral Presentation component is **10 minutes**. The **maximum time is 45 minutes**.

SCORING / JUDGING OF PROJECTS

- All Projects are scored and graded by one to three faculty judges.
- Judges are chosen by the Graduation Project Coordinator and by Administration.
- Separate scores are given for the Oral Presentation, the Product, and the Journal, and a final grade is computed based on a formula. (**See *Scoring Guide Rubrics***).
- *Scoring Guide Rubrics* can be obtained from Mr. Garm or Mrs. Obermiller and should be carefully reviewed by all students in preparation for their project presentations.
- Projects may be repeated only if one or more components are judged unsatisfactory and the overall Project is judged as failing.

THE ORAL PRESENTATION COMPONENT

- The minimum acceptable time for the Oral Presentation component is 10 minutes. The maximum time is 45 minutes.
- Presentations should have a clear introduction, body, and conclusion.

- Students should arrive at the presentation room on time, greet the judges and hand them the project Journal, and prepare the room for the presentation: the board, computer and monitor, poster or chart displays, etc. Then, wait for the judges to signal they are ready to begin.
- Students should dress appropriately, speak clearly, and avoid chewing gum or reading a prepared speech. Outlines, note-cards, or other organizers are recommended.
- Students should be prepared to answer questions on all aspects of their Projects and should demonstrate substantial knowledge and expertise on their chosen topics.
- The Oral Presentation counts for 3/7 of the student's overall grade. (See *Scoring Guide Rubric*)

THE PRODUCT / PERFORMANCE COMPONENT

- The Product is a creative representation of the student's knowledge on the chosen topic. It is not the same as a visual aid.
- Visual aids are objects that help clarify or illustrate the Oral Presentation.
- An elaborate performance -- e.g., a choreographed routine, a dramatic monologue, a creative musical score, etc. -- is considered a creative product.
- The Product counts for 3/7 of the student's overall grade. (See *Scoring Guide Rubric*).
- Products must show substantial knowledge and creativity.
- In addition to the Product, students should also have one or more visual aids that support the student's Oral Presentation.

THE JOURNAL COMPONENT

- A Project Journal must be presented along with the Product on the date of the Oral Presentation.
- The Journal is scored and counts as 1/7 of the student's overall grade. (See *Scoring Guide Rubric*)
- Journal entries vary in length and content, but, as a rule, consist of three to five sentences explaining student work effort on each given date that project work was accomplished.
- Sample journals are available for review. (See Mr. Garm in Room 110.)
- The Journal should contain between 30 and 80 separate entries recording work done on the Project.
- The Journal should record research sources used in Project development and presentation.
- The Journal should name and identify the contribution of all people who assisted the student.
- The Journal should have as its final entry a concluding statement reflecting what was learned during the Project process – what went well and what could have been improved.

TECHNOLOGY

- PowerPoint, website, or other computer-based Presentations must be accessed through student folders on the school's network.
- Disks, CD's, programs, or hardware from a student's home that are needed for a Graduation Project must be brought in and cleared in advance by the School's Technology Coordinator (Mrs. Franceski). A special **Computer Usage Authorization form** must be filled out and submitted along with required technology **at least one week (seven days) prior to the presentation** date. If possible, the data will be put into the student's folder(s) on the school's network.
- Note that digital cameras, 8-mm videocassettes, and a variety of software programs may not be compatible with the school's available equipment. Adaptors, cables, other hardware, or software may be needed and unavailable. To avoid technical failure of AV and electronic equipment and to

assure a smooth presentation, students must submit the Authorization Form and bring in the proposed technology/media/software at least one week (seven days) prior to presentation date.

- **The Computer Usage Authorization Form** can be obtained from Mr. Garm or Mrs. Franceski.

LOCATION

- Graduation Projects are scheduled in classrooms with appropriate equipment, especially Rooms 102, 103, 226, and 249.
- Use of special rooms (labs, band room, chorus room, black box, etc.) require special approval in advance from teachers and Administration. Check with Mr. Garm at the time of scheduling.

FUNDRAISING AND SCHOOL FACILITIES

- Projects involving fundraising must be arranged with sponsoring organizations.
- Fundraising may not take place at school or using school facilities / equipment.
- School facilities (fields, rooms, etc.) are, as a rule, not available to conduct programs in connection with Graduation Projects. See Mr. Garm for special exceptions.

RESEARCH

- Excellent Projects are the result of continuing organized research above and beyond the required Research Paper, which serves as the beginning of the research for the Project.
- Research may involve consulting experts, as well as books, periodicals, and websites.
- All research efforts and sources need to be documented in the Project Journal and identified during the Oral Presentation.

MENTORS

- Students are encouraged to obtain the assistance of adult mentors for their projects.
- Teachers, community members, professionals, and people with specialized skills may act as mentors and provide important support and feedback on student Projects.
- The exact contribution of mentors needs to be documented in the Project Journal and in the Oral Presentation.

CHANGE OF PROJECT / TOPIC

- A successful Research Paper on the topic presented is required for each Graduation Project.
- Change of Project Forms are needed for all changes of project / topic. (See Mr. Garm.)
- All students requesting a change of topic / project must do a new Research Paper under the direction of the Graduation Project Coordinator and the English Department.
- With the approval of the Graduation Project Coordinator, students with Research Paper grades of B or higher may be given an alternative assignment (e.g., an annotated bibliography), if an overall change of project is approved.

PROJECT FAILURES

- **The Graduation Project Course** requires students to participate in class and do preparatory speeches, assignments, and a specific number of Journal entries in order to be eligible to do the Project Presentation. Unless these requirements are met, students will fail the course.
- Failure in the Graduation Project Course, either because of missed assignments, incompletes, ineligibility, or a failing Project, will result in the student having to do his/her Project independently in a later semester. See Mr. Garm for scheduling.
- If a failure occurs in the Graduation Project Course, the course may not be repeated.

For all **independent graduation projects**, the following criteria also apply:
- Incomplete Projects will be considered unsatisfactory (failing).
- Missing the scheduled date for a student's Graduation Project Presentation will be considered as an overall Project failure.
- A student with an overall failing grade will get a second attempt in the semester prior to graduation. The scheduling is to be set up with Mr. Garm.
- The highest possible grade on a second attempt will be a C.
- An overall failure on the second attempt will result in postponement of graduation and rescheduling of a Project during summer school.