

## Important Due Dates

### School-wide Graduation Project Due Dates

Letter of Intent	Sept. 5
Research Paper	Oct. 3
Product	Nov. 20
Portfolio	Dec. 2
Oral Presentation	Dec. 9 & 10

### Faculty Advisor/Student Advisee Appointment Dates

Your student advisee will have an appointment schedule for you to sign at each meeting.

Meeting with your student advisee prior to each of the following designated appointment due dates will enable you to help your advisee meet classroom due dates.

- September 5
- September 19
- October 17
- November 7
- November 20

## What Happens the Night of Oral Presentations?

- Community judges, teacher judges, and teachers who are head judges check in at tables in the communication hall (David Ganey will notify you if you are selected to be a judge or a head judge).
- Following check-in, an orientation explaining the procedures for the evening is held in the cafeteria.
- After the orientation all judges move to their assigned classrooms.
- Judges hear up to four presentations and
  - evaluate the presentation using a rubric.
  - come to a consensus as a group and assign a score.
  - provide the student with constructive feedback (verbal only).
- The head judge returns all folders and paperwork to the cafeteria.

### ***Thank you for being a faculty advisor!***

**If you have any questions, please email me (SHUBBARD@nhcs.net), call me (350-2072 X331), or come by my classroom (223).**

**Susan Hubbard  
Graduation Project Coordinator**



John T. Hoggard  
High School

### **Your Role as a Graduation Project Faculty Advisor**

#### *Guide for Success*



**"Few things in the world are more powerful than a positive push. A smile. A word of optimism and hope. A 'you can do it' when things are tough."  
Richard M. De Vos**

## What Is Graduation Project?

The Graduation Project is part of the English 4 curriculum and empowers seniors to use their talents, skills, and creativity to demonstrate what they know and showcase their achievement in a final presentation. The Graduation Project is adaptable to most topics of interest.

Students must complete all of the following four components of Graduation Project to receive credit for English 4.

### Components of Graduation Project

- Research Paper
  - is 8-10 pages long
  - uses at least 6 sources
  - uses an interview as 1 of the 6 sources
- Product
  - takes at least 15 hours to complete
  - connects to the student's research
  - requires a mentor
- Portfolio
  - organizes the student's work on the Graduation Project
- Oral Presentation
  - 10-12 minute speech
  - is given before a panel of judges consisting of a teacher acting as head judge along with 3-4 community judges

## What Is a Graduation Project Faculty Advisor?

***A Graduation Project Faculty Advisor is a member of Hoggard's faculty or staff who agrees to guide the student advisee through the Graduation Project process by doing the following:***

- *review and approve the student's research topic and product*
- *meet regularly with the student to provide support, encouragement, and advice*
- *complete the advisor's appointment schedule*
- *monitor the student's progress during the various components of the project*
- *serve as advisor to no more than three students (a suggested number)*
- *contact the student's English teacher or the Graduation Project coordinator with questions, concerns, or suggestions*



## How Will Your Advisee Begin the Graduation Project Process?

Your advisee will begin the Graduation Project process by writing a **Letter of Intent** to you describing his/her research topic and product. The Letter of Intent should include the following information:

- focused research topic
- reason the student chose the topic
- detailed description of the product
- connection of the product to the research
- estimate of costs involved for completing the product
- name of faculty advisor
- reason the student wants to work with the faculty advisor
- Acknowledgement that the student must find a mentor
- ethics statement declaring intent not to plagiarize

### **Sample research topics and products that were successful**

<u>Topic</u>	<u>Product</u>
graffiti	design and paint a mural
furniture design	build a drafting table
reading strategies	plan for and tutor with Paws for Reading
herpetology	create elementary level exhibit and present it
domestic violence	participate in Clothesline Project
handicapped housing	design barrier-free home