

Name: _____

Gradebook #: _____

Period: _____

AOS - Sr. Project Dept.

Mr. S. Carlson

Date: _____

AOS Senior Culminating Project Presentation

Presentation Requirements Checksheet - Ver. 1.1

Important Deadline Information: You must have all of the following items **completed by 3:00 p.m. on Wednesday, June 7, 2006** in order to gain instructor approval to present in the Exhibition on Friday, June 9th, 2006. **The instructor will be available in the LibLab at 2:00 p.m. on May 23rd, 25th, 30th, and June 1st, 6th, and 7th to provide for any additional help needed.** Those choosing to miss the June 7th deadline with any item listed below may retake the class next year 1st or 2nd semester.

No.	Items Required for Presentation	Due Dates	Completed	Missing or Incomplete
1.	Field Expert Form #1: Information – Completed:	January 3rd		
2.	Field Expert Form #2: Initial Interview – Completed:	January 3rd		
3.	Field Expert Form #3: Proposal Draft – Completed:	March 15th		
4.	Proposal Approved by Instructor:	March 15th		
5.	Proposal Signed: Remember that you need 4 additional copies of your proposal for your presentation. See p. 29.	April 17th		
6.	Field Expert Form #4: Mid-Project Progress – Completed:	April 17th		
7.	Annotated Bibliography Approved: Scoring: 5 entries = C, 6-8 entries = B, and 9+ entries = A	April 21st		
8.	40 Hours in Journal and It is Approved by the Instructor:	April 25th		
9.	Field Expert Form #5: Exit Interview - Completed: Your Project is completed and this form with included scoring sheet are BOTH signed and returned completed.	April 26th		
10.	In Class Presentation Completed and Approved: Includes 15+ minutes, the “Big 6” Slides, Dress-up Clothing, etc. Not presenting will require retaking class.	Your Due Date:		
11.	Notebook Updated and Approved by Instructor: Complete, approved, and you have 4 additional copies of your official approved signed proposal. The print shop will make these 4 copies for you.	Your Due Date:		

PLEASE NOTE: This important checksheet is sent home with your student so that every Sr. Project student and parent knows, beyond a shadow of a doubt, the requirements for presenting in the Exhibition in June. This is offered so that each and every student and parent can plan accordingly to prepare to present in a timely manner (or not). **There should be no surprises in June for any of us.** Please sign below and have your student return this checksheet in 48 hours. Best wishes as this experience approaches completion. Thank you.

Instructor’s signature: _____ Date: _____

Student’s signature: _____ Date: _____

Parent/Guardian’s signature: _____ Date: _____

Comments: _____