

Career Life Connections Graduation Project Student Guide

Graduation Project Overview

What is the Graduation Project?

The Graduation Project is a culminating project that allows you the opportunity to integrate personal interests, strengths, and new learning with future career-life possibilities. You will focus on developing a skill/skill set in a career area or passion as the basis for the project. The project includes three learning goals: skill building, mentorship opportunities and Core Competency development.

Why are we doing this project?

The Graduation Project is a celebration of learning and experience. It's designed to encourage you to think critically, solve challenging problems and develop skill sets. It will allow you to connect with the world outside of school and to demonstrate that you have the skills to go on to further your education and enter the workforce.

When does this project take place?

The Graduation Project will be carried out from grade 11 to grade 12.

- In CLC 11, you will only be required to complete the Graduation Project Proposal component.
- In CLC 12, you will revise your proposal to create a Final Plan, engage in the Process, create your Portfolio and showcase your project in the Presentation.

Graduation Project Overview

The project consists of 4 components:

1. The Final Grad Project Plan

- You should have already drafted a proposal for your project idea in June 2020.
- You will revise your proposal to and write up a Final Plan by **October 30th**. (See **example in Appendix A**). Once you have submitted your Final Plan, it's time to get started on your project!
- Your plan should have focused on developing a skill/skill set in a **career area** or **passion** you have.
- Mr. Kwan and Ms. Kuang will read over and mark your Final Plan. Please look out for their feedback in Teams.

2. The Process

- After submitting your final plan, start working on your project. This means you will engage in deeper learning as you investigate, explore and assemble your project and put it into action.
- You will have a mandatory scheduled check-in meeting with Mr. Kwan/Ms. Kuang starting in **November (TBA)** to discuss your project progress.
- We recommend that you **dedicate a minimum of 20 hours towards the project, with 30 hours as a suggested maximum. To track these hours, you will submit a quarterly log sheet each quarter term. (See example in Appendix A.)**

3. The Portfolio

- The portfolio is a collection of all the documentation for your project. These will be collected through Teams.
- The documentation will include: your Final Grad Project Plan, Quarterly Logs, and a detailed list of your resources.

4. The Presentation

- In this final component of the project, you will showcase and present your learning journey which includes sharing what you have accomplished for your Graduation Project and your plans for post-graduation, to an audience.
- A mandatory Grad Project presentation meeting will be held in **Quarter 3 (TBA)** to go over presentation expectations.

Selecting a Graduation Project

To help you select a graduation project. Follow the step below:

Step 1: Choose a career area or passion

In this step, start thinking about a career area or a passion you are interested in further exploring.

Step 2: Choose a topic within your career area or passion

In this step, explore your chosen career area or passion and determine a topic of interest.

Questions to think about:

- *Why does this topic interest you?*
- *Do you have long term interest in this career area or passion?*
- *Do you have particular skills and/or knowledge already in this career area or passion that you are looking to expand?*
- *Are there people you know or have connections to that may be interested in getting involved or assisting you in the mentorship portion of the project?*
- *Will the topic challenge you? Will you be able to tackle the challenge?*

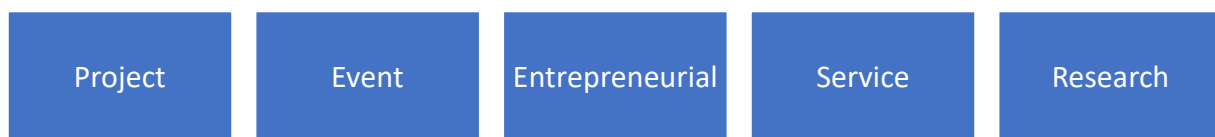
Step 3: Identify a skill (or skill set) within the topic

In this step, identify a skill or skill set to expand/develop within the topic you have selected in Step 2. It is important to consider access to resources. The Graduation Project should stretch your abilities and create new learning opportunities, but it should not cause you stress because you can't get access to the resources you need to complete it.

Step 4: Choose a Project Style

In this step, determine the best method to showcase the topic and skill of your Graduation Project. The Graduation Project can fit into any strand. The main decision here of how you will arrive at your selection is by reflecting on how you learn best and how you enjoy spending your time.

The 5 Grad Project Styles are:



You are not limited to these 5 styles, if there is another project style you want to use, please speak with your CLC teacher. Different styles are welcome!

Graduation Project Styles

A. Project

The focus of the Project Style is to create a tangible object. Project development may be an extension of prior knowledge, an opportunity to attempt new learning, or a way to help construct something that you feel will benefit your community.

Students that choose this project will develop, design, and build a model of a physical product.

Steps to Starting the Project Style:

- Select an area of interest.
- Start keeping a journal of your process.
- Brainstorm ideas of what this project could look like.
- Research your project
 - What has been done in the past?
 - What has been done currently?
- Consider a timeline. What needs to be done and when it needs to be done by.
- Connect with your mentor to help support your learning.
- Design your product
 - Create a draft of what it could look like.
 - Construct an equipment or material list.
 - Develop a budget, if needed.
- Create your project/product (min 30 hours including mentorship)
- Keep a written and visual journal of your progress, struggles, and successes.
- Manage your time well.

B. Event

An Event Project allows you to research, create and host your own event. Planned events should connect with your topic and skill of interest. It should provide opportunity for other students, teachers, parents, and community members to participate.

This is an ideal style for students who are interested in developing skills in event planning, management, networking, raising awareness and social activism.

It is essential that you choose an event style that works best for you and your chosen topic and skill: entertainment event, sports event, educational event, fundraising event, awareness event, online event, etc.

You can host an event that has already been done before, but you must complete the following steps.

Steps to Planning an Event:

- Select an area of interest.
- Research and select an appropriate event style for your chosen topic.
- Create an overall timeline/outline for your event.
- Connect with your mentor for support.
- Research and organize / book event location.
- Research and acquire technology for event.
- Research, determine, and contact guest speakers, talent, helpers, etc.
- Research and determine material(s) list.
- Research and create a budget.
- Create and distribute event marketing.
- Host event.
- Keep a journal to reflect on the process: from planning and preparing to hosting.

C. Entrepreneurship

An Entrepreneurship Style project will allow you to experience the start of a new business initiative, the building and execution of an idea from the ground up.

Your approach to this project style can be cross-curricular, experiential, and community-based.

You will:

- Work with your mentor to create a business or a product that is original. It can be fictional or authentic.
- Look at possible mentors in the community who are business owners.
- Identify local businesses, organizations or companies that can be a source of information.
- It may help to assess what is needed in the community.
- Research other businesses that relate to your own business interest.
- Prepare a business plan.
- Keep a journal documenting your process.

Steps of the Entrepreneurial Project:

- 1) **Conceptualize:** authentic or fictional business, profit or non-profit.
 - a) You should frame and structure the problem you are solving. Ask open-ended questions to yourself or a potential customer – ‘Why, What, Where, When, and How’ am I creating this? Who am I creating this for? What problem is this solving?
 - b) Brainstorm your ideas.
- 2) **Market research:** the process of gathering information will give you a sense of how successful your product or service will be.
 - a) Primary research: Information gathered through surveys, observation, or experimentation.
- 3) **Design a business plan:** From your primary research, develop the following:
 - a) Product improve your product or service based on findings about what your customers
 - b) really want or need.
 - c) Price – set a price based on competitors’ prices, or a price a customer is willing to pay.
 - d) Placement – figure out where to set up and how to distribute a product.
 - e) Promotion – how to market to your target: branding, advertising, social media, advertising.
 - f) Budget – consider the cost of establishing your business or product.

D. Service

The focus of the Service Style is researching an issue of interest that is affecting your community and developing and implementing a solution.

Students will devote a minimum of 20 hours outside of school to a community or service project.

Community service is work done by a person or group of people that benefits others. It is often done near the area where you live, so your local community can benefit from your service.

Steps of the Service Project:

- Research a current issue and its importance to the community.
- Ask specific questions about the issue you have chosen. Why is this service needed? Who benefits from this service? How could this service be provided?
- Research and answer questions about the issue and identify solutions to the problem.
- Implement your service to support the solution.
- Use a journal to document the process, from ideation to implementation to reflection.

E. Research

A Research Style Project is academic research paper or experiment to develop new arguments or insights. If you enjoy reading and writing, this is a good choice for you. This style is idea for students who are curious about a specific area of study and would like to have the opportunity

A research paper is NOT a report. Let's look at the differences:

RESEARCH ✓	REPORT ✗
<ul style="list-style-type: none"><input type="checkbox"/> Purpose is to convince<input type="checkbox"/> Question-based (think of your own essential questions)<input type="checkbox"/> Has a clear, arguable thesis<input type="checkbox"/> Utilizes data and ideas as evidence to support your position<input type="checkbox"/> You analyze and interpret information<input type="checkbox"/> Your unique perspective and conclusion	<ul style="list-style-type: none"><input type="checkbox"/> Purpose is to inform<input type="checkbox"/> Topic-based<input type="checkbox"/> General discussion<input type="checkbox"/> Summarizes information gathered<input type="checkbox"/> Present analysis and interpretation of others<input type="checkbox"/> Does not result in new knowledge

In a research paper, you will start by using previously published literature as a foundation to help you develop your own understanding of your research topic and essential question.

Research papers should be properly formatted (APA or MLA) and approximately 2500 words in length. This length does not include reference or works cited lists.

Steps to Starting:

- Develop your essential question.
- Read/review a number of academic literatures related to your question.
- Create a thesis statement.
- Create an essay proposal to be reviewed by your mentor.
- Conduct research.
- Collect data.
- Write your first draft.
- Edit.
- Revise & type final paper.
- Include reference or works cited list.

Action Items

What do I need to do right now?

- Ensure you have a CLC 12 Team. You should be added to a Team by October 2nd.
- If you are missing CLE 10, contact your counsellor
- If you are missing CLC 11, please ensure you inform Mr. Kwan or Ms. Kuang, they will add you to a O365 Team called “CLC 12 End Game” to complete CLC 11.

Draft Timeline:

- Sept 28 – Oct 2, 2020:** CLC 12 Information Meetings
- Oct 30, 2020:** Quarter 1 Assignments due:
 - Final Grad Project Plan
 - Quarter 1 Log Sheet
- Nov, 2020 (TBA):** Mandatory Individual Check-ins to discuss project progress (Scheduled time slots will be posted)
- Jan 15, 2021:** Quarter 2 Assignment Due:
 - Quarter 2 Log Sheet
- Feb, 2021:** Grad Project Presentation Preparation Meetings
- March – April, 2021:** First Round of Grad Project Presentations
- April 9, 2021:** Quarter 3 Assignments Due:
 - Quarter 3 Log Sheet
 - For those who presented in Q3, will need to submit detailed resources document
- May – June, 2021:** Second Round of Grad Project Presentations
- June 11, 2021:** Quarter 4 Assignments Due:
 - Quarter 4 Log Sheet (Those presented in Q3, don't need to submit)
 - For those who presented in Q4, will need to submit detailed resources document

Questions?

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