

Graduation Project Overview

The project consists of 4 components:

1. The Final Plan

- You should have already drafted a proposal for your project idea in June 2023.
- You will revise your proposal to and write up a Final Plan by **October 6th (see example in Appendix A)**. Once you have submitted your Final Plan, it's time to get started on your project!
- Your plan should focus on developing a skill/set of skills in a topic related to a **career area** or **passion** you have.
- Mr. Kwan and Ms. Kuang will meet with you at an Individual Check-in starting the month of Nov to discuss your project progress.

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.
- We recommend that you **dedicate a minimum of 30 hours towards the project from October – February**.
- This time includes:
 - Exploration
 - Research
 - Accessing information from people/interviews
 - Meeting with your mentor(s)
 - The “do” component e.g. putting your research to use, creating, testing, implementing.
- To track these hours, you will submit **3 Action Logs** (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 Plan, 3 Action Logs, Mentorship Log and Project Reflection.

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 Preparation Meeting to prepare you for the presentation will be held on **Friday, January 12th, 2024** to go over the presentation expectations.
- **Presentations will begin February 2024.**

Selecting a Graduation Project

Here are some possible project types:

Create

Event

Entrepreneurial

Community
Improvement

Experiment

You are not limited to these types, if there is another project type you want to use, please speak with your CLC teacher!

NOTE: Please visit the FULL STUDENT GUIDE in Teams. There is MORE information about each of the different project types and step by step instructions on how to implement each project types.

A. Create

The focus is to develop, design and build/create a product. 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.

B. Event

The focus is to research, create and host your own event. Planned events should connect with your topic. It should provide opportunity for other students, teachers, parents and community members to participate. It is essential that you choose an event that works best for you and your chosen topic: entertainment event, sports event, educational event, fundraising event, awareness event or online event.

C. Entrepreneurship

The focus is to experience the start of a new business initiative, the building and execution of an idea from the ground up. The end goal of this project style is to design a business plan.

D. Community Improvement

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

E. Experiment

The focus is to implement research and an experiment component to develop new arguments or insights. This is good for students who are curious about a specific area of study and would like to have the opportunity to explore, research and gain knowledge.

Action Items & Timeline

What do I need to do right now?

- Ensure you have a CLC 12 Team by Friday, September 22nd.
- 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 15, 2023** CLC 12 Introduction Session
- Oct 6, 2023** Final Plan Due
- Starting Nov 2023** Individual Check-In
Schedule will be posted outside Student Services last week of Oct.
- Oct 31, 2023** Action Log # 1 Due
- Nov 30, 2023** Action Log #2 Due
- Jan 5, 2024** Action Log #3 Due
- Jan 12, 2024** Mandatory Preparation Meeting to go over Grad Project
8:30 am MJF Theatre presentation expectations.
- Jan 31, 2024** Mentorship Log Due
Grad Project Reflection Due
- Month of Feb, 2024** Grad Project Presentations

Questions?

Contact Ms. Kuang at anna.kuang@burnabyschools.ca

Contact Mr. Kwan at Kenneth.kwan@burnabyschools.ca

Appendix A: Final Plan Example

Project Title	<p>Give a title that would summarize your project. Plumbing for Beginners</p>
Project Description	<p>1. Specify which type of project are you doing? (e.g. creating a product, preparing a business plan, planning an event, experiment, community improvement project) Creating a product</p> <p>2. Explain in detail what you will be doing for your project. By working with my dad’s plumbing company, I will learn to design and build a kitchen plumbing system</p>
Skill Development	<p>List the skills/skill set you want to develop. I will be learning how to:</p> <ul style="list-style-type: none"> • install a kitchen sink • solder copper pipes • install plastic water pipes • do a comparison between the two piping techniques • look into how my dad runs his plumbing company
Project Goal	<p>What is your project goal(s)? What do you hope to achieve through this project? With this project I hope to learn some plumbing skills, learn how to operate my dad’s business: accounting, quote jobs. This will give me the opportunity to decide if this is truly the career I want to pursue.</p>
Timeline	<p>Show an estimated timeline of your project, <u>include dates and descriptions of action items to be completed for each date.</u></p> <p>September – my dad assigned me to one of his staff to learn about plumbing during the weekends. October – Every Wednesday afterschool, I will drop by my dad’s company to learn how he operates his company. November – learn how to solder copper pipes and to install plastic waterlines. January – I will learn how to install a kitchen sink.</p>
Evidence for Your Final Presentation	<p>What work or evidence can show at your Grad Project Presentation that will represent the effort you put into completing your project?</p> <ul style="list-style-type: none"> • pictures of my dad’s company • videos of my learning • samples of my work
Resources	<p>List your materials and resources that will help you complete the project, be specific. e.g. websites, blogs, forums, books, videos, mentor(s).</p> <ul style="list-style-type: none"> • You Tube: <ul style="list-style-type: none"> ○ Ask This Old House ○ How to become a plumber • Home Depot customer service • Library books on plumbing • Mentor(s): my dad and Henry (plumber)

Appendix A: Action Log

Use this document to log the time spent working on your project goal. It will be reviewed as one of the ways to demonstrate your effort on your project.

Minimum of 30 hours of engaging in the process between October to February. This time includes:

- Exploration
- Research
- Accessing information from people/interviews
- The “do” component i.e. putting your research to use, creating, testing, implementing.

Time spent preparing for your final presentation is excluded – do not include in log.

Parent/Guardian Signature Required (sign on line above)

Date	Time Spent on Project	Answer <u>the two questions</u> :	Resource Used (if applicable) or people consulted.
		1. What did you accomplish (Description of activities)? 2. What needs tweaking?	1. Provide the resource type (webpage, blog, forum, book, mentor) 2. Provide the link or info (if book/person)
Example: Oct 1, 2023	45 mins	1. Read blogs online and took notes on how to design a room using CAD design. 2. Need to find someone who knows how to use CAD to develop better understanding of software use.	Resource type: blog Link/info: www.blogsrus.com
			Resource type: Link/Info:
			Resource type: Link/info:
			Resource type: Link/info:
			Resource type: Link/info: