***Your PERSONAL PROJECT quick reference guide!***

**Your responsibility…**

* To come up with your own, original ideas and products
* To maintain a process journal documenting ALL aspects of the process (pictures, writing, notes, forms, etc.)
* To meet all specified deadlines.
* To maintain all distributed paperwork, including your Student Guide.

**The school’s responsibility…**

* To provide you with a mentor (if you cannot or choose not to find your own)
* To address all questions, comments, concerns
* To clearly establish deadlines
* To provide open communication on the progress of your project

**My responsibility…**

* To clearly explain all parts of the Written Report and establish clear due dates
* To provide guidance and assistance in the writing process
* To provide ample feedback and commentary throughout the writing process
* To provide opportunities in class to help with the Presentation

**REMEMBER…**

The PROJECT is independent in nature. This means NO CLASS TIME will be devoted to the planning, development, or execution of your project. All work for the project should be done on your OWN TIME with the guidance of your mentor.

The WRITTEN REPORT is the ONLY aspect of the project done in your Language A class.