

Colorado Graduation Guidelines Promising Practice

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| District | Denver Public Schools |
| School | Denver School of Science and Technology – Stapleton High School |
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| Title of artifact | Senior Project Proposal Template – DSST |
| Type of practice | Implementation tools |

Brief description of artifact

This template outlines expectations and points for a student's proposal of a senior project. Sections include: executive summary, essential question and thesis statement, rationale + element, product and deliverables, SMART goals, academic rigor, timeline, budget and materials, mentor, optional funds request, and overall assessment.

Types of practices in the CDE Graduation Guidelines Promising Practices collection:

1. Communications, such as announcements to school community and business community
2. Implementation process plans, such as strategic plans and timelines
3. Implementation tools connected to local graduation requirements, for instance:
 - o Testing implementation (ACT, AP, ASVAB, CMAS, IB, PARCC, SAT), such as classes and retreats, administration procedures and agreements
 - o Capstone implementation, such as instructions and samples
 - o Concurrent Enrollment implementation, such as classes and agreements
 - o Career/academic assessment implementation (e.g., ACCUPLACER, COMPASS, Work Keys), such as administration procedures and agreements
 - o Industry Certificates implementation, such as samples
4. Local graduation requirements aligned with state guidelines, such as board policies
5. Regarding students with exceptionalities
6. Other: _____

Senior Project Proposal Template

I. Executive Summary (10)

Develop a clear and concise 300-500 word introduction to your Senior Project (paragraph form). The Summary should be clear, concise, and compelling, and should hook the reader. The Summary should explain the topic you are covering, your solution or idea, and why it matters.

II. Senior Project Essential Question and Thesis Statement (5)

Develop an overarching EQ that encompasses your project such that both your product and thesis can be tied to it. The EQ is the glue that holds your entire Senior Project together. Your EQ should be specific, encourage deep thought, and require an original answer. Simply state your essential question, and also provide your (provisional) thesis statement for your Senior Thesis. The latter will not be graded for purposes of this proposal.

III. Rationale + Element (15)

Define and describe your passion for your senior project and explain how your project puts you in your Element (paragraph form). Your rationale should be thorough, thoughtful, and convincing, and should offer reflection that gives your reader insight into your Senior Project – Product and Thesis.

IV. Product and Deliverables (20)

Articulate your idea(s) for your product by describing what you will create in concrete detail (paragraph form). You should also create a thorough list of deliverables that take into account all phases of your product creation and incorporate documentation of each stage of product development (list).

V. SMART goals (10)

List your 5 SMART goals for your Product. These goals are specific, measurable, attainable, relevant, and time-bound. For each goal, state whether it is personal or academic. If academic, describe whether the goal is related to content or a skill you must learn. All learning goals are specific, clearly defined, measurable by a teacher and/or mentor, and clearly obtainable. (List with complete sentences).

VI. Academic Rigor (5)

Design a project that is academically challenging and pushes you to meet your Learning Goals (above). You should explain in detail how your learning goals will challenge you and build on existing knowledge and skills. You make a convincing argument for how the product is a “learning stretch.” You may consider each academic goal separately, or treat them as a whole (paragraph form).

VII. Timeline (15)

Develop a realistic project timeline that includes all major Product and Paper due dates. Your timeline outlines your major steps between now and May 15, 2015 in a sequential manner. The major steps are as specific and comprehensive as possible at this point. (List)

Ms. Smith
Senior Projects
Final Proposal due Tuesday 2/17 by 4pm

- For Draft due Monday Feb. 9: List (or create a chart) with Product, Deliverables (intermediate steps) and dates associated with each. This can be tentative for now.
- For Final Proposal due Tuesday Feb. 17, you will input these dates and descriptions into Excel, and create a visual timeline. We will go over this in class. You will cut and paste your Excel timeline into your Proposal draft (you make keep your Word version as well if you like).

Dates to include (also include Senior English dates):

Presentations week of May 11, 2015
Final Product due Monday April 20
Prototype #2 due Friday March 27
Prototype #1 due Friday March 13
Final Proposal due Tuesday February 17

VIII. Budget and Materials (5)

Develop a comprehensive list of materials you need to complete your product, and a realistic budget for your product. You should outline all of the materials needed to complete your project, and list the costs associated with those materials. You should also include descriptions of when/where/how you plan to obtain your needed materials. You should develop a realistic estimate of your total project budget. (List)

IX. Mentor (5)

Secure an "expert" in the field to serve as your Senior Project Mentor.

- For Draft due Monday Feb. 9: if you already have a mentor or if you have a specific person in mind, describe this person. If you do not have a mentor or a specific person in mind, describe your ideal Mentor, including the person's expertise, occupation, and organization. Paragraph form.
- For Final Proposal due Tuesday Feb. 17, you will describe the person you have contacted and potentially secured for your Senior Project and define the roles of each person.

X. Optional Funds request

If you need funding for materials or expenses related to your Senior Project, this is your opportunity to request money from our very limited Senior Project budget. In your request, please state the amount of money you need and the expenses/ items associated with these costs. Describe why these expenses or items are necessary for the completion of your product. Finally, please describe other potential sources of funding or creative ways you might obtain the materials you need.

XI. OVERALL ASSESSMENT

- Your proposal should be concise but thorough, should not contain superfluous material, and should explain all information well enough for any reader to understand.
- Your proposal should be neat, properly formatted, and aesthetically pleasing to the eye.
- Your proposal should contain little to no grammar, mechanics, or spelling errors.

Note: Any Project Proposals received after the deadline will receive an automatic 20% deduction.