

# **Page High School**

# **Senior Project Handbook**

# **Class of 2010**

**The Williamson County Schools Board of Education requires successful completion of a Senior Project for graduation from Page High School.**

## Page High School Senior Project Overview

The following is a general guideline for the Senior Project at Page High School. All the documents and forms can be found at the PHS website ([www.wcs.edu/phs](http://www.wcs.edu/phs)).

- Senior Project consists of three components to be completed in the spring semester of the junior year and the fall semester of the senior year.
  - Research papers will be separate from Senior Project and specifics (topic, length, etc.) will be determined by English IV teachers based on county curriculum and state standards.
1. **Portfolio - Completed in the Spring of the Junior year**
    - a. Brag sheet – listing student’s involvement, activities, work experience, and other information (page 8-9).
    - b. Résumé/Curriculum Vitae – taught in English III.
    - c. Three letters of recommendation (Format for writing will be covered in English III class). Letter can be for college admission, job application, or acceptance into a program based on the plans of the student.
      - (1) From an adult (not a PHS teacher or family member)
      - (2) From an educator who has worked with the student in grades 9, 10, or 11
      - (3) From a PHS junior
    - d. One letter of recommendation written about a PHS junior
    - e. Personal Essay – approximately 500 words graded by English III teacher. Some example topics are:
      - (1) Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
      - (2) Discuss some issue of personal, local, or national concern and its importance to you.
    - f. Copies of thank you notes written to recommendation letter writers (adult non-family member and educator).
  2. **Community Service Product (Completed between April 3, 2009 and October 21, 2009) Community Service Verification Form DUE: October 22, 2009**
    - a. Students must file a Commitment Form with the Senior Project Board by August 25, 2009 detailing the location and contact information of their service product (form is posted on PHS website).
    - b. Students will be given a list of suggested Community Service needs (list posted on PHS website).
    - c. If a student chooses to perform Community Service at a venue not listed on the Suggested Community Service Projects page, the student may complete the Community Service Approval form prior to beginning service to ensure the community service meets the qualifications. Submission of this form is NOT required but may serve as a safeguard for the student.
    - d. If a student is involved in another service-oriented activity at Page High, up to 10 hours from a PHS-sponsored service organization may count toward Senior Project.
    - e. Product is the accumulation of 25 satisfactory Community Service hours; not all hours must be in one place.
  3. **Presentation (Thursday, November 5 from 3:00 p.m. to 5:00 p.m.)**
    - a. Presentations will be made before Senior Project Advisory Committees.
    - b. Each student will speak for a **minimum** of 4 minutes (6 minutes maximum) using a technological visual aid (PowerPoint, Movie Maker, etc.) to enhance the spoken presentation. If Movie Maker is used, it may take up no more than one minute of the presentation time. The student’s speech should reflect on the following:

- (1) Personal Essay (process and/or content)
  - (2) Defining Moments in Past Education
  - (3) Future Educational Goals and Career Plans
  - (4) Community Service
- c. A list of ten questions about the Community Service Product and the entire Senior Project experience will be posted on the website. Responses to all ten questions must be typed and turned in at the beginning of the presentation. The Senior Project Advisory Committee will choose three questions to ask the senior (see sample below):
- (1) Through your Community Service, what have you learned about dealing with other people?
  - (2) What did you learn about personal organization and planning as you worked through the components of your Senior Project?
- d. The Senior Project Advisory Committee will then ask each student three extemporaneous questions (see sample below):
- (1) What challenges did you face as you carried out the components of your Senior Project?
  - (2) What was the most rewarding aspect of the Senior Project, and how will this help you in the future?

Assessment:

- If all components are completed successfully (based on guidelines) and **ON TIME**, the student will be eligible for English IV mid-term exam exemption. Any student who is required to resubmit any part of the Senior Project will NOT be eligible for English IV exam exemption. Seniors may not have been absent from first semester English IV more than 6 days (including college visitation days).
- Guidelines for all components will be presented February 26-27, 2009 so that students will be clear about expectations. Details will be posted on the Page High School web site.

**Page High School  
Senior Project Timeline  
Class of 2010**

<b>February 25 Wednesday</b>	Senior Project Update and Overview presented to PHS Faculty during Faculty Meeting on Late Start Wednesday
<b>February 26-27 Thurs. – Fri.</b>	Meet with Juniors during Activity Period in each Junior Activity Period classroom.
<b>February 26 Thursday</b>	Junior parent meeting 6:30 p.m. in the auditorium
<b>April 3 Friday</b>	Class of 2010 may begin Community Service
<b>August 21 Friday</b>	Seniors meet with Advisor about Commitment Form; must get a blue signature from Advisor
<b>August 25 Tuesday</b>	Commitment Form due during Patriot Period (6 <sup>th</sup> ) in the Media Center; Co-op students ONLY during Break
<b>October 13 Tuesday</b>	Seniors meet with Advisor about Community Service Verification Forms
<b>October 21 Monday</b>	Community Service must be complete
<b>October 22 Thursday</b>	Community Service Verification Forms due during Activity Period (6 <sup>th</sup> ) in the Media Center; Co-op students ONLY during Break
<b>October 22 Thursday</b>	New Seniors ONLY. Portfolio due during Activity Period (6 <sup>th</sup> ). A SPB member will come to your 6 <sup>th</sup> period class.
<b>October 29 Thursday</b>	Presentation dress check with English teachers- Present photograph or wear outfit
<b>October 30 Friday</b>	Seniors meet with Advisor about Presentations
<b>November 3 Tuesday</b>	Advisors must have completed verification of Community Service and turned verification in by 3:00 p.m.
<b>November 5 Thursday</b>	Senior Project Presentations 3 p.m. – 5 p.m.

Please refer to the Senior Project tab on the PHS website  
[www.wcs.edu/phs](http://www.wcs.edu/phs)  
for all Senior Project information and forms.

**Page High School  
Community Service Guidelines/Policies**

1. As a part of the Page High School Senior Project, all Seniors are required to complete 25 hours of Community Service and be marked as having “Successfully” completed the volunteer service by the supervisor completing the verification form. The Agency is to complete the form in BLUE INK – ***black ink is NOT acceptable.***
2. All Community Service must be performed for a non-profit organization and without a material or monetary reward.
3. The Senior Project Board reserves the right to deny approval for Community Service hours performed at an agency not listed on the Suggested Community Service list.
4. The Senior Project Board recommends that students who wish to perform Community Service at an agency that is not listed on the Suggested Community Service Projects/Contacts page (page 5) should submit the Prior Approval of Community Service form (page 6). This form is not required but may serve as a safeguard for the student.
5. The service hours cannot be performed for a family member unless pre-approved by the Senior Project Board.
6. Direct participation in a worship service cannot be used to fulfill the Community Service requirement. However, activities that are not a direct part of a worship service, i.e., babysitting during a worship service, working a Vacation Bible School, or parking cars at a church event, may be used as Community Service hours.
7. Students cannot use court-referred hours or disciplinary hours to fulfill the Community Service requirement.
8. Entertainment or performance activities that are an extension of a class or a co-curricular requirement cannot be used for Community Service credit.
9. Travel time to and from the Community Service venue cannot be counted within the sign in/sign out time.
10. The Senior Project Advisor will verify by email, telephone or visit a random sampling of the Community Service activities.
  - After each Community Service activity is finished, a verification form must be completed and signed by the appropriate persons.
  - To meet the deadlines, all Community Service must be **completed by October 21, 2009.**
  - All signed forms (originals) are to be turned in during Patriot Period on October 22, 2009. The student should keep a copy of the forms.

Additional information is available at [www.wcs.edu/phs](http://www.wcs.edu/phs). If you have any questions regarding the Community Service Product, please contact your Senior Project advisor or call the Page High School Office at (615) 472-4730.

**Page High School**  
**Suggested Community Service Projects/Contacts**

You are encouraged to be creative and to find a service project that will be meaningful to you. Community Service must be performed for a non-profit organization and without a material or monetary reward. The service hours cannot be performed for a family member unless pre-approved by the Senior Project Board. Remember, these are suggestions:

- **Benefit Concert or Program to help someone in need**
- **Education and/or Church Program of choice**
- **Mission Trip/Disaster Relief Work**
- **Nursing Homes – adopt a grandparent**

You may also choose from one of the agencies below.

<u>Agency</u>	<u>Phone Number</u>	<u>Agency</u>	<u>Phone Number</u>
“Keep Williamson Beautiful” (Recycling)	790-5848	Soccer Association	791-0590
Adventure Science Center	207-4770	Southern Care Assisted Living	791-4430
American Cancer Society	327-0991	Tennessee Baptist Children’s Home	376-3140
American Cancer Society	327-0991	The Manor At Steeplechase Assisted Living	778-9011
American Diabetes Association	298-3066	Trinity Elementary	472-4750
American Heart Association	340-4100	United Way of Williamson County	771-6878
Angel Heart Farm	566-4976	Vanderbilt Children’s Hospital	322-2379
Arrington Volunteer Fire Department	395-4147	Veterans Services	790-5623
Bell Meade Plantation – Fall Fest	356-0501	WAVES Early Intervention	794-9602
Bethesda Elementary	472-4200	WAVES	794-7955
Bethesda Library	790-1887	Williamson County Ag Expo Park	595-1227
Boys & Girls Club of Franklin	794-4800	Williamson County Ag Extension Office	790-5721
Brentwood Library	371-0090 Ext. 886	Williamson County Animal Control	790-5590
Bridges of Williamson County	599-5777	Williamson County Child Advocacy Center	778-0757
Carnton Plantation	794-0903	Williamson County Fair	595-1227
Chapman’s Retreat Elementary	472-4300	Williamson County Health Department	794-1542
College Grove Senior Enrichment Center	368-7093	Williamson County Library of Archives	790-5462
Convention and Visitor Bureau	794-1225	Williamson County Parks and Recreation	790-5719
Franklin Baseball Club	794-4103	Williamson County Public Library	595-1243
Franklin Chamber of Commerce	794-1225	Williamson County Red Cross	790-5785
Franklin Cowboys Youth Football & Cheerleading	795-8064	Williamson County Rescue Squad	790-5821
Franklin Montessori School	794-0567	Williamson Medical Center Volunteers	435-5429
Graceworks	794-9055 Ext. 21	Winstead Elementary	472-4910
Habitat for Humanity	591-7470		
Happy Tales Humane	791-0827		
High Hopes Day Care	661-5437		
High Hopes Pre-School & Pediatric Center	661-5437		
Homework Hotline	298-6636 Ext. 302		
Kids Sake Foundation	477-4849		
Legacy Crossing Assisted Living	794-6005		
Mercy Children’s Clinic	790-0567 Ext. 237		
Nashville Rescue Mission	312-1534		
NHC Franklin	790-0154		
NHC Place @ Cool Springs	778-6832		
Nolensville Panthers Cheerleading	776-8132		
Oakview Elementary	472-4710		
Page High PTO	472-4730		
Ronald McDonald House	343-4000		

Page High School  
Senior Project  
Prior Approval of Community Service

Completion of this form is NOT required. If a student is planning on completing Community Service at an Agency that is **not listed** on page 6, the Senior Project Board recommends completion and submission of this form prior to beginning the Community Service.

The Senior Project Board will consider these forms at its April, May, August and September meetings. The form must be submitted to the Senior Project Chairperson by the 1st of the appropriate month in order to be considered. The form must be completed in its entirety to be considered.

Student Name: \_\_\_\_\_  
Student Phone #: \_\_\_\_\_

Agency Name: \_\_\_\_\_  
Agency Address: \_\_\_\_\_

Agency Website: \_\_\_\_\_  
Name of Agency Official \_\_\_\_\_  
Title \_\_\_\_\_  
Official's phone number: \_\_\_\_\_  
Official's email address: \_\_\_\_\_

**TO BE COMPLETED BY THE AGENCY:**

Does your organization or agency meet the not-for-profit official requirements for the State in which you are located and the United States? \_\_\_\_\_

What is the purpose of this not-for-profit Agency? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How long has this Agency been operating as a not-for-profit?  
\_\_\_\_\_

Is there anything else you can tell the Page High School Senior Project Board to assist them in making a decision as whether to allow volunteer work at this Agency to count as Community Service?  
\_\_\_\_\_  
\_\_\_\_\_

To be completed by the Senior Project Board:

Date Received by SPB:	Approved:
Not Approved:	Why?

**Page High School  
Senior Project Commitment Form**

**This form is due on August 25, 2009, during Patriot Period. This form is required for ALL students.**

Each **boxed item must be the signature** of the appropriate person. Make 2 copies; submit the original to the Senior Project Board, give a copy to your advisor, and keep a copy for yourself.

**\*\*The form must be filled out completely to meet the deadline.\*\***

**THIS FORM MUST BE COMPLETED IN BLUE INK. NO OTHER COLOR IS  
ACCEPTABLE.**

Student Name \_\_\_\_\_  
English IV Teacher \_\_\_\_\_  
Senior Project Advisor \_\_\_\_\_ Clearly Printed Name  
\_\_\_\_\_  
Signature **REQUIRED** in blue ink.  
Date met with Advisor \_\_\_\_\_ (August 21, 2009)

**Community Service Product Commitment:**

I will be performing Community Service at:

Name of Organization \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Contact person (printed name) \_\_\_\_\_  
Signature of contact person \_\_\_\_\_  
Nature of Community Service \_\_\_\_\_  
Planned # of Community Service hours \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Contact person (printed name) \_\_\_\_\_  
Signature of contact person \_\_\_\_\_  
Nature of Community Service \_\_\_\_\_  
Planned # of Community Service hours \_\_\_\_\_

**For each organization, EVERY line must be COMPLETE.**

**Be as specific as possible to ensure you have met the requirements for full credit.**

**You may do your Community Service at one or more agencies.**

NOTE: If serving at more than two organizations, use an additional form.

**Students Planned # of Community Service hours must TOTAL 25 hours or more to be marked Deadline met.**

**To be completed by the Senior Project Review Board:**

Deadline met \_\_\_\_\_ Deadline not met \_\_\_\_\_  
Reason deadline not met \_\_\_\_\_

On Time?	
YES	NO

**Page High School  
Senior Project Product  
Community Service Verification**

Advisor: _____
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**\*\*The form must be complete to meet the deadline. One form per organization/agency.\*\***

A. Student Portion

\_\_\_\_\_  
LAST NAME                  FIRST NAME                  MIDDLE INITIAL                  SCHOOL YEAR

Name of Organization/Event: \_\_\_\_\_

Date(s) of Service: \_\_\_\_\_

Number of Hours Served: \_\_\_\_\_

What I Did as Service: \_\_\_\_\_

What I found rewarding about this experience:

Student's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**B. AGENCY PORTION:    \*\*\*MUST BE COMPLETED IN BLUE INK.\*\*\***

The student completed the volunteer service as stated above ( ) **Successfully** ( ) **Unsuccessfully**

Supervisor's Printed Name: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email address: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_ Evening Telephone: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Comments: \_\_\_\_\_

**\*\*All Community Service verification forms are to be turned in during Patriot Period on October 22, 2009. Community Service must have been completed between April, 3 2009 and October 21, 2009.**

To be completed by Senior Project Advisor	
Date Verified: _____	How Verified: _____
Who was contacted: _____	
Senior Project Advisor Signature: _____	
PASS (25 hours total completed)	FAIL





**Request for Letter of Recommendation\***  
(To be given to anyone writing a recommendation letter for you)

Student Name: \_\_\_\_\_

Writer Name: \_\_\_\_\_

Date request submitted: \_\_\_\_\_ Date letter promised: \_\_\_\_\_

*\*Attach a copy of your Brag Sheet to this request*

**Purpose of Letter**

*If you would like to submit a letter to more than one institution or business, please provide names and addresses for each intended recipient in the spaces provided.*

Employment: \_\_\_\_\_ Business name/type of work: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Scholarship: \_\_\_\_\_ Type/Title: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

College: \_\_\_\_\_ Name: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Include the following information about the applicant: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Tips for Recommendation Letters\*

### Need to ask for a recommendation letter? Here are 5 tips to help:

1. **Ask for a recommendation letter from people who know you and your capabilities**, i.e., former employers, teachers, coaches, community or corporate leaders, influential friends--people who have known you a long time. Relatives are not a good choice. Three recommendation letters are enough.
2. **Be sure to give them enough time (3-4 weeks, if possible)** to write the recommendation letter.
3. **When you talk to them, state your goals and suggest what they might write to help you achieve those goals.** Coach them to be specific; general praise is a waste of space. Don't be shy. A recommendation letter is a sales letter to sell you. Now is the time to brag!
4. **Follow up your request for a recommendation letter by writing a review of your conversation.** Give suggestions for your recommendation letter. You may need to put words in their mouths. When you send them the follow-up letter, be sure to include a self-addressed, stamped envelope. Then, feel free to contact them in a couple of weeks to confirm that they are aware of your deadlines.
5. **Once you receive your recommendation letter, send a thank-you note.** You should also let them know about your success and how they helped you.

### What if you are asked to write a recommendation letter? Ask yourself:

**Are you the right person to write a letter of recommendation?** If you are asked to write a recommendation letter, you need to discuss the subject candidly with the requester. A letter of recommendation is most effective when a person who knows the requester and his/her reputation writes it.

**Do you qualify?** Another consideration is your integrity--can you honestly write positive things about the requester? If not, you need to bow out gracefully without hurting feelings. On the other hand, if you qualify, you should brainstorm with the requester to write what he or she wishes to be said. Be sensitive to deadlines.

### Ready to write a recommendation letter?

#### Here are 11 easy guidelines:

1. **Explain how you know the applicant.** How long have you known the person and in what relationship or circumstance?
2. **State your qualifications for writing the recommendation letter.** Why should the reader be interested in your recommendation? How many other people of the applicant's caliber have you known, and why does the applicant stand out?
3. **List the applicant's exceptional qualities and skills**, especially those that are specific to the applicant's field of interest or job requirements. For example, competency in his/her field or prior experience, organizational and communication skills, academic or other achievements, interaction with others, sound judgment, reliability, analytical ability, etc.
4. **Emphasize key points that you want the reader to note on the applicant's resume or job application.** Be sure to meaningfully elaborate, don't simply restate.
5. **Give your judgment of the applicant, his/her qualifications and potential.** Why should he/she be considered over other people? How does he/she compare to other people you have known? Do not state weaknesses. If you can't write a positive letter of recommendation, you should [respectfully decline](#).
6. **Give specific examples to back up what you have said about the person's qualifications and character.** Remember, generalized praise is a waste of space.
7. **Unless it is absolutely relevant, do not state (directly or by implication) the applicant's race, religion, national origin, age, disability, gender or marital status.**
8. **Don't be too brief.** One or two short paragraphs are death to a recommendation letter. On the other hand, be succinct. Make every word count. Here is a rule of thumb: a letter of recommendation for employment should be one page; a letter of recommendation for school should be 1-2 pages.
9. **Make the ending statement strong without overdoing it.** Undo praise can be viewed as biased or insincere.
10. **List your contact information** if you are willing to field follow-up correspondence.
11. **Proofread!** The letter of recommendation represents both you and the applicant.

## Two more recommendation letter tips:

1. **Write only complimentary, yet factual, observations.** Avoid unflattering or derogatory remarks. If you cannot do this, you should [decline to write a letter of recommendation](#).
2. **Remember that potential employers are adept at “reading between the lines,”** and any negative implication may destroy a person's chance at getting the new job.

\* From <http://www.writeexpress.com/recommendation.htm>

**Your Name**  
**Address (may use school address)**  
**City, State Zip code**

Date

Addressee (Person or organization to whom you are writing)

Street address

City, State Zip code

Dear \_\_\_\_\_: (Salutation—can be to a person, a business, an academic department, or generic: To Whom It May Concern [No “Dear” in this case])

1<sup>st</sup> paragraph: Explain how you know the person (use his/her first and last name) you are recommending and how long you have known him/her.

2<sup>nd</sup> paragraph: Describe the positive qualities and accomplishments that apply to the position, scholarship, etc. for which you are recommending him/her. Try to include at least two with some details.

3<sup>rd</sup> paragraph: Discuss key facts about the person’s experience, skills, or talents that you want to emphasize. Provide some details.

4<sup>th</sup> paragraph: Make the actual recommendation specific to the position, scholarship, etc. This should be strong and positive; include what the person will bring to the school, job, organization, etc.

Sincerely, (Closing—can also use Yours truly or Regards)

Signature

Your first name, middle initial, last name

Position/title

## Page High School Portfolio Guidelines

Portfolio should be in a 3-ring binder with both your name and your advisor's name visible. All required pages should be numbered and placed in sheet protectors (one for each individual sheet of paper).

The portfolio contains (in this order):

- ✓ Table of Contents with page numbers
- ✓ Brag Sheet
- ✓ Résumé/Curriculum Vitae
- ✓ Letter of Recommendation from adult (non-family member)
- ✓ Letter of Recommendation from an educator who has worked with the student in grades 9, 10, or 11
- ✓ Letter of Recommendation from PHS junior (senior to be)
- ✓ Letter of Recommendation for PHS junior (senior to be)
- ✓ Personal Essay
- ✓ Copy of Commitment Form
- ✓ Copies of thank you notes written to recommendation letter writers (adult non-family member and educator)

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## Page High School Presentation Guidelines

Presentations will be made before Senior Project Advisory Committees on Thursday, November 5, 2009 from 3:00 p.m. to 5:00 p.m.

Each student will:

- 1) Meet professional presentation appearance guidelines.
- 2) Speak for a **minimum** of 4 minutes (6 minutes maximum) using a technological visual aid (PowerPoint, Movie Maker, etc.) to enhance the spoken presentation. If Movie Maker is used, it may take up no more than one minute of the presentation time.
- 3) Reflect on the following within the presentation:
  - a. Personal Essay (process and/or content)
  - b. Defining Moments in Past Education
  - c. Future Educational Goals and Career Plans
  - d. Community Service
- 4) At the time of presentation, submit to the Senior Project Advisory Committee a typed copy of responses to the ten prepared questions.
- 5) Answer three prepared questions and three extemporaneous questions.

**Ample time is provided for practice and preparation; therefore, students may not use notes during their presentation. For the same reasons, presentations must be 4:00 minutes long without prompting. Presentations will be evaluated using the scoring rubric found on page 19 of the Senior Project Handbook.**

**Page High School  
Senior Project Presentation  
Professional Appearance Guidelines**

\* Only students meeting the appearance guidelines on November 5, 2009 will be allowed to continue with their presentations.

Dress Check – October 29, 2009 – in English class (may bring photo).

**Males:**

- Long-sleeved, collared shirt – tucked in at waist and neatly pressed
- Tie
- Dress pants (no denim) – belted at waist
- Dress shoes (no tennis shoes) – closed toe and socks
- Hair neatly styled – eyes visible
- No visible body piercing other than ears

**Females:**

- Dress slacks, dress skirts, or dresses are acceptable – no denim
- Skirts and dresses at least knee length
- Hosiery must be worn with skirt or dress
- All tops must have sleeves and cover the shoulders, cleavage, back and abdomen areas
- Closed-toe shoes and socks/hosiery
- Hair neatly styled – eyes visible
- No visible body piercing other than ears

**Page High School  
Senior Project  
Prepared Questions for Presentation**

**Student's Name** \_\_\_\_\_

**You must turn in a typed copy of your responses to these questions at the time of your presentation.**

1. How did you make the decision about where and when to complete your community service?
2. Describe in detail one memorable event or encounter you had during the completion of your community service hours. Be sure to use specific details.
3. What is your philosophy about community service, in general? How did your experiences in this project change or relate to these thoughts and feelings?
4. What did you learn about yourself while doing your senior project?
5. What aspect of the portfolio do you think will be most useful to you in the future? Why?
6. What do you feel has been your greatest achievement in high school? (What are you most proud of?) Why?
7. What has been your greatest disappointment in high school? What have you learned through this experience or situation?
8. What do you believe are your two greatest skills or assets?
9. What motivates you to do your best on a job or project?
10. What does success mean to you? Do you consider your high school career successful? Why? How will you measure your success in the future? (What specific things will you look for to tell you that you've been successful?)

**Page High School  
Senior Project Presentation Evaluation**

Student Name \_\_\_\_\_

English IV Teacher \_\_\_\_\_

Advisor Name \_\_\_\_\_

**MANDATORY**

Advisor Directions: Please circle **Y** (yes) or **N** (no) for each item. All items must be circled **Y** to **PASS** this section of the presentation evaluation. Please circle **PASS** or **FAIL** at the end of this section.

- |   |   |  |
|---|---|--|
| Y | N | Meets presentation appearance guidelines   |
| Y | N | Clearly addresses all components of senior project in detail   |
| Y | N | Use of technological visual aid  |
| Y | N | Stays within designated time limits ( <b>MUST BE</b> 4:00 minutes minimum and no longer than 6:00 minutes) |

**PASS**                      **FAIL**

**POINTS BASED**

Advisor Directions: Please circle the assigned point value for each item. Each student must score **28 of 40 points to PASS** this section of the presentation evaluation. Please circle **PASS** or **FAIL** at the end of this section.

- |   |   |   |   |  |
|---|---|---|---|--|
| 4 | 3 | 2 | 1 | Uses language appropriate to a professional setting                                  |
| 4 | 3 | 2 | 1 | Introduces and concludes presentation effectively                                    |
| 4 | 3 | 2 | 1 | Stays focused and does not stray off topic   |
| 4 | 3 | 2 | 1 | Visual aid enhances presentation   |
| 4 | 3 | 2 | 1 | Filler words (um, uh, ah, like, mm) do not detract from presentation                 |
| 4 | 3 | 2 | 1 | Continues presentation in spite of errors  |
| 4 | 3 | 2 | 1 | Maintains good posture and eye contact during most of the presentation               |
| 4 | 3 | 2 | 1 | Voice and speech: pitch variety, clear pronunciation, appropriate volume, and pacing |
| 4 | 3 | 2 | 1 | Shows evidence of practice and preparation   |
| 4 | 3 | 2 | 1 | Responds effectively to questions during interview                                   |

\_\_\_\_\_ **TOTAL POINTS**

4 = Above Average	2 = Little Effort
3 = Average	1 = No Effort

**PASS**                      **FAIL**

If **PASS** is circled in the Mandatory section **AND** the student earned 28 of 40 points, circle **PASS**.  
If **FAIL** is circled in the Mandatory section **OR** the student earned fewer than 28 points, circle **FAIL**.

**PASS**                      **FAIL**                       **Typed copy of answers to 10 Prepared Questions were turned in.**

Signature of Panel Members: \_\_\_\_\_  
 \_\_\_\_\_



