

Stag's
LEAP



LESSON PLAN

GRADE: 12

MEETING 11

DATE: 4/8/10

**THEME: Preparing for the
Culminating Presentation**

NAVIGATION 101:

CLEAR, CAREFUL, AND CREATIVE PLANNING FOR LIFE BEYOND HIGH SCHOOL

Announcements:

- ◆ If students need help putting their Culminating Project Presentation together, they should plan to attend the help sessions next week on April 13th and 15th from 8:30-11:00 a.m. in the library. This is during the HSPE testing. The Culminating Project Presentation Night is **April 21st**.
- ◆ All fines must be paid before you get a final transcript or an official transcript is sent to your college.

Lesson Goals:

Students will turn in their Advisory Portfolios and review the procedures for completing their Culminating Project Presentations on **April 21st**.

ESSENTIAL QUESTIONS:

Who am I?
How can I present myself clearly?

MATERIALS NEEDED:

Culminating Project Presentation Night Information Sheet (class set)
Student Led Conference Reflection Forms (class set)
Final Advisory Score Sheet (one example)
Student Led Conference Reflection (one example)

CLASSROOM REVIEW:

Culminating Project Sign Up Review (5 minutes)
At our last advisory you checked in with each student and had them tell you if they will need a room equipped with audio and video capabilities. Of course you then turned in this sign up sheet to Mrs. Hill. If students were not present at the last advisory, make sure Mrs. Hill has the information concerning their room equipment needs. Remember such considerations as will a student need a setting where they can display a large object like an automobile or a horse or need an LCD projector and a

CLASSROOM ACTIVITY 1:

laptop equipped with MS PowerPoint? Also what will the source of their presentation be (i.e. thumb drive, internet connection, school server, etc.). Finally what obvious audio visual problems need to be solved beforehand. Explain to students that the school is not responsible for hardware failures or software conflicts and that all responsible presenters test equipment in advance. They should do the same.

Student Led Conference Reflection (10 minutes)

1. Give each student a copy of the **Student Led Conference Reflection** and direct them to reflect upon their conference.
2. When completed, students should place their **Student Led Conference Reflection** in their portfolios.
3. When students have finished, lead a short discussion about what they learned and about what you observed during their Student Led Conferences. Observations should include items that seem to be going well, concerns about what is going poorly, and encouragement that although much work remains to be done, everyone with effort can meet their portfolio and culminating project graduation requirements!

CLASSROOM ACTIVITY 2:

Collecting Completed Advisory Portfolios (15 minutes)

1. Collect **Advisory Portfolios** from each student. **If students were absent and/or did not turn in the portfolio today, email the names to Tammy right after advisory.**
2. Explain the grading schedule and procedures..
 1. **Students bring their COMPLETED portfolios to our April 8th advisory. Advisors collect the COMPLETED portfolios.**
 2. **Advisors bring their student portfolios to the library before the end of the day on April 8th.**
 3. **Advisors come to the library at 8 a.m. on April 9th for an advisory scoring session. Advisors will use a Final Checklist as well as compare their student portfolios with an exemplary model. You should have already reserved your substitute for that morning.**
 4. **All students must check with their advisor on Monday, April 12th to see if their portfolio passed. (Advisors: tell students what is a good time to check with you.) If the portfolio passed, it stays with the advisor unless students want to keep theirs in order to practice their Culminating Project Presentation. If they take their portfolio, remind students that it is their responsibility to bring their portfolios for their Culminating Project Presentations.**
 5. **Students who do not pass (who have missing, incomplete, or unacceptable items) will have**

until Wednesday, April 14th to correct these issues. If by the end of April 14th students have not corrected their portfolio issues to their advisor's satisfaction, they will not be given a time to do their Culminating Project Presentation and, by state law, will not earn a WA diploma.

CLOSE:

Culminating Project Presentation Night (10 minutes)

Give students a copy of the **Culminating Project Presentation Night** Information Sheet. Go over the procedures with students so they are aware how things will happen **April 21st**.

Culminating Project Presentation Night

April 21, 2010

Preparation before the 21st: If you have a PowerPoint, Slide Show, or video check the school equipment you will use **before** the **21st** to be sure your software works. If you are using your own laptop Mr. Matson has set aside **Monday, April 19th** for you to come into the library **6th** period and hook it up to the projector. Have a back-up plan. Save your PowerPoint on a flash drive or CD in PowerPoint version 2003. If you are using a flash drive, have the presentation also on the network or a second source. Print out the handout for your slides as a last resort if the technology fails that evening. You will not have time to try and make it work.

In advisory on the 21st you will get a list of judges and the room you will present in. If you have a relative or someone who would be inappropriate as a judge for you, let your advisor know **immediately**. After school that day, go to the room you will present in and make sure the equipment there works with your presentation. Even if you do not need electronic equipment go to the room and decide how you will display your poster, display board, or props. Will you need tape or push pins to hold up your poster? Get them in the room after school. It is your responsibility to make sure everything is in the room that you need. We will try our best to have everyone with the equipment you need, but be sure to check. You may leave your posters, etc. somewhere in the room so you don't have to carry them in when you present.

In advisory on the **21st** you will be given a manila folder and scoring sheets for your judges. Neatly write your name on the folder and the scoring sheets and return them to the folder. Keep this folder; you will need it and your portfolio for your presentation that evening.

Evening of April 21st. Arrive at the school dressed in business attire at 6:30 if you are presenting at 7 or 7:20 PM; arrive at 7:15 if you present at 7:40 or 8 PM. We will let you know at the next advisory where you are to wait to present. You should be outside your room 10 minutes before your scheduled time so you are ready immediately after the person in front of you finishes. The judges will need a few minutes to score so they will let you know when to come into the room.

When you enter the room you need to have your portfolio and the manila folder with the scoring sheets. Be sure your name is on the sheets.

Introduce yourself to the judges, shake hands and give them each a scoring sheet. Leave the folder on the table for the judges. Begin your presentation and ask for questions at the end. When the questions are finished say thank you and leave. After your presentation you must either leave campus or go to the waiting area if you are waiting for other students to finish. You will not find out the results of your presentation until Friday, April **23rd**.

Important Note: During your presentation be sure to mention the sections of your portfolio as "Academic," "Career," and "Personal and Social Development." The judges will be listening for those specific words to see if you covered each area. They will also look for you have your portfolio with you.

STUDENT LED CONFERENCE

REFLECTION

12TH GRADE

Name: _____ Advisor : _____

Answer the following questions as completely as possible using the back of this paper.

1. Were you prepared for your conference? Was your visual ready? Were your note cards complete? Explain.
2. What could you do better to prepare? What will you do differently in front of your judges next month? Explain in detail.
3. Do you feel you presented your information well? Did you say everything you wanted to say? Did your presentation last from 8 to 12 minutes?
4. Did you cover all three sections of your portfolio and your project completely? Did you include your future plans? Were your parents/guardian impressed with your presentation? Why or why not?
5. How did your parent/guardian rate your presentation? Do you think the judges would have passed you? Look at the scoring sheet and write down what needs to be improved for your judges.

Final Advisory Score Sheet Name _____

Date _____ Advisor _____

X . . . Complete

M . . . Missing

PASS	<input type="checkbox"/>
FAIL	<input type="checkbox"/>

I . . . Incomplete

Academic Development Portfolio Section

Comments

- Academic Development Portfolio Section Divider
- "Academic Goals Worksheet" (current, Grade 12, Lesson 2)
- "Graduation Requirements" (Grade 9, Lesson 6)
- "Four-Year and Beyond Plan," (current, see DPHS/Stags Leap website)
- "Transcript" (current, see the Registrar in the Counseling Center)
- "Transcript Evaluation" (current, Grade 12, Lesson 2)
- College Entrance Scores: SAT/ACT/PSAT scores (if available, see the Registrar in the Counseling Center)
- Standardized Test Results: WASL, Iowa Development Test, ASVAB, etc. (if available, see the Registrar in the Counseling Center)

Career Development Portfolio Section

- Career Development Portfolio Section Divider
- "Career Goals Worksheet" (current, Grade 12, Lesson 2)
- "WOIS Interest Profiler" (current, see DPHS/Stag's Leap website)
- "WOIS Career Interest Areas" (current, see DPHS/Stag's Leap website)
- "WOIS Training Plan" (current, see DPHS/Stag's Leap website)
- "WOIS Career Map" (current, see DPHS/Stag's Leap website)
- "WOIS Reflection" (current, Grade 12, Lesson 4)
- "Rèsumè" (final [updated and typed], Grade 10, Lesson 11)
- "Cover Letter" (final [updated and typed], Grade 10, Lesson 12)
- "Job Application" (final [updated and typed], Grade 10, Lesson 10)
- "Detailed Career Exploration" (Grade 11, Lesson 3)
- "Financial Plan Worksheet" (see DPHS/Stags Leap website)

X . . . Complete

M . . . Missing

I . . . Incomplete

Personal and Social Development Portfolio Section

Comments

- Personal and Social Development Portfolio Section Divider**
- “Citizenship Goal Worksheet”** (current, Grade 12, Lesson 2)
- “Learning Styles”** (Required for Class 2010 and beyond, Grade 9, Lesson 3)
- “Personality Inventory”** (Required for Class 2010 and beyond, Grade 9, Lesson 3)
- Two Letters of Recommendation** (Grade 12, Lesson 3)
- Two Letters of Recommendation Information Sheet** (Grade 12, Lesson 3)
- Culminating Project Journal** (in “Culminating Project Packet,” see DPHS/Stag's Leap website)
- Culminating Project Reflective Analysis** (see “Reflective Analysis Model,” DPHS/Stag's Leap website)
- Culminating Project Mentor Evaluation** (in “Culminating Project Packet,” see DPHS/Stag's Leap website)
- Culminating Project Status Report** (in “Culminating Project Packet,” see DPHS/Stag's Leap website)
- “Student Led Conference Reflection”** (Grade 12, Lesson 9)
- Example of Best Work, Certificate or Award and “Work Sample Reflection Form”** (see DPHS/Stags Leap website)
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- Example of Best Work, Certificate or Award and “Work Sample Reflection Form”** (see DPHS/Stags Leap website)
- Example of Best Work, Certificate or Award and “Work Sample Reflection Form”** (see DPHS/Stags Leap website)
- Other Awards, Certificates, and Examples of Best Work** (see DPHS/Stags Leap website)