

FCMS MYP Community Project Checklist & Timeline

Step 1: Investigating (October/November)

- Determine a need within a community and a goal to address the need
- Conduct initial research and additional goal information
- Record information in the PROCESS JOURNAL
- Review Assessment Rubric
- **Complete the Community Project Proposal for Investigation**
(Last week of November/First week of December meet with advisor to review that all of these steps are complete, **Submit Project Proposal for Investigation**)

Step 2: Planning (December, January & February)

- Develop a plan of action
- Record information in PROCESS JOURNAL
- Continue research
- **Complete the Community Project Proposal for Action**
- Work on preparation for the service
(Last week of February/First week of March meet with advisor to review that all of these steps are complete, **Submit Project Proposal for Action**)

Step 3: Taking Action (March/April)

- Complete your service project
- Record information in your PROCESS JOURNAL

Step 4: Reflecting (April/May)

- Evaluate your project against your proposal criteria and reflect on your learning
- Complete Academic Honesty Form
- Prepare PROCESS JOURNAL extracts
- Prepare Oral Presentation
- Prepare bibliography
- Prepare Project Board (To display at Spotlight Night)
(Last week of April/First week of May meet with advisor to discuss all step and ensure project is completed and ready to be presented)

May: Present Community Project to Mrs. Enders and advisor

May: Display Community Project at Spotlight Night!