**PERSONAL PROJECT TIMELINE 2017/2018-in brief**

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| **MAY 2017** |
| * **16th May- Intro and presentation on Personal Project- PP guide and other materials provided** * **By 14:00 , 25th May,2017 submit the PP topic to Ms Kos** * **Supervisors appointed by May 29th, 2017** |
| **JUNE 2017** |
| **By June 14th,2017 1st meeting with supervisor**  **• PP Plan document complete**  **• Making an outline of the goal of the PP**  **• Topic narrowed down**  **• Global context decided**  **• PP proposal defined** |
| **JULY/AUGUST 2017** |
| * **PPjournal-keeping record of research,note-taking, etc .** * **Research to define the product** |
| **SEPTEMBER 2017** |
| * **Make plan for the PP development steps** * **Devise the criteria / specifications for the product/outcome** * **Select, evaluate and acknowledge information-keep notes in the PP journal** * **Meet with supervisor on regular basis and keep record of the meetings** |
| **OCTOBER 2017** |
| * **Finalize the criteria/specifications for the product/outcome** * **Work on product** * **Regular meetings with supervisor-show progress** * **Use PP journal –keep notes and entries** |
| **NOVEMBER/DECEMBER 2017** |
| * **Work on product** * **Use process journal-keep notes of meetings, development of product, photos, sketches,interviews,etc.** * **Regular meetings with supervisor** |
| **JANUARY 2018**   * **Complete product/outcome** * **Submit first draft of the report to the supervisor;** * **Submit the process journal notes/entries** * **Continue meetings with the supervisor** |
| **FEBRUARY 2018** |
| * **First draft with comments returned to student ( 1st week of February)**   **Submit by the end of February –both hard copy and in digital format**   * **Final draft of the report (3 copies)** * **Product /outcome or evidence of it** * **Process journal extracts( max.10) and any supporting visual aids used during the presentation, if applicable ( 3 copies)** * **Personal project coversheet** * **Turnitin similarity report** * **Completed academic honesty form** * **Bibliography/sources** |
| **MARCH 2018** |
| **14th March 2018- Personal Project festival/showcase/fair- parents are invited** |