

Extended Essay Timeline

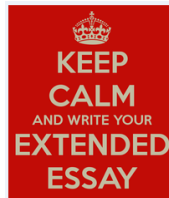
Alameda International
EE Coordinator: Mr. Curtis

	Student's Responsibility	Shared Responsibility	Staff's Responsibility
By the end of January, junior year			Knowledgeable: All <i>DP teachers</i> present "What does an EE look like in my subject area?"
February (during designated time in advisement)	Inquirer: Begin deciding on subject area/topics; engage in background reading; record notes, thoughts, sources in Researcher's Reflection Space (RRS)		Knowledgeable: <i>EE coordinator</i> guides students through initial decision making and assigns RRS to students in Google Classroom. <i>EE coordinator</i> has students complete the online class on how to do an EE. <i>Digital Teacher Librarian</i> serves as a resource for research
By mid-February	Thinker: Decide on subject area/topic and propose two supervisors to EE coordinator		Reflective: <i>EE coordinator</i> considers students, topics, and supervisors in order to make a strategic, productive pairing (no more than 5 students per supervisor)
Fridays in Feb and March (during designated time in advisement)	Inquirer, Thinker, Principled, Reflective Continue to engage in preliminary reading, record work in Researcher's Reflection Space		Knowledgeable <i>Digital Teacher Librarian</i> serves as a resource for research
During March	Principled, Thinker,		Knowledgeable:

RQ-Research Question

RRS-Researcher's Reflection Space

RPPF-Reflections on Planning and Process Form

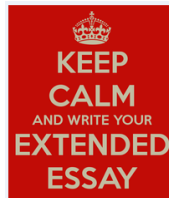


	Communicator: Generate at least three possible research questions (RQ)		EE coordinator assists students in formulating possible research questions and monitors student progress towards the first meeting with their supervisor Digital Teacher Librarian serves as a resource for research
During March	Principled, Thinker, Communicator: Schedule first official meeting with supervisor		
By spring break		Knowledgeable, Communicator, Thinker, Reflective <i>Student and supervisor</i> FIRST MEETING - work to finalize RQ - discuss investigation plan - fill out RPPF first meeting reflection in RRS	Knowledgeable, Reflective Supervisor assists students in the crafting of their reflection for the interim meeting
Fridays in April (during designated class)	Principled, Knowledgeable, Thinker, Inquirer, Communicator Continue to find research, check in with supervisor as needed		Caring, Communicator Supervisor continues to touch base with and support candidate EE coordinator continues to encourage/monitor progress Digital Teacher Librarian serves as a resource for research
Last two weeks in May	Principled, Thinker, Communicator, Courageous, Reflective Write the rough draft of the extended essay		Caring, Communicator Supervisor continues to touch base with and support candidate

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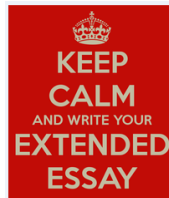


	Perfectly formatted rough draft due before summer break		EE coordinator continues to encourage/monitor progress Digital Teacher Librarian serves as a resource for research
Summer Between Junior and Senior Year	No assigned responsibilities		No assigned responsibilities
Within the first two weeks of the fall semester, senior year	Principled, Communicator Give/share your full rough draft with your supervisor	Principled, Communicator <i>Student</i> and Supervisor decide on a feedback timeline in order to meet the final due date established by EE coordinator	
By early September			Principled, Knowledgeable, Communicator Supervisor grades full rough draft
By the end of September		Communicator, Reflective INTERIM REFLECTION MEETING Meet to discuss rough draft -fill out the RPPF interim meeting reflection in the RRS	Knowledgeable, Reflective Supervisor assists students in the crafting of their reflection for the interim meeting
Revision Days in November (the Thursday and Friday right before Thanksgiving Break)	Reflective, Thinker Revise and edit rough draft based off of meeting		
Upon Return from Thanksgiving Break	Principled Give your final EE draft to Mr. Curtis <input type="checkbox"/> GClassroom <input type="checkbox"/> turnitin.com		

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ASAP upon receipt of final copy			Principled EE Coordinator provides supervisor with final copy from turnitin.com
			Knowledgeable, Reflective Supervisor grades final draft
Between Thanksgiving and Winter Break	Principled, Reflective Fill out the final reflection on RPPF Sign the RPPF	Reflective VIVA VOCE MEETING Meet to conduct viva voce -fill out the Viva Voce meeting reflection in the RRS -have students cut and paste their reflections from their RRS to the RPPF in Managebac	Principled Supervisor does not share final grade Knowledgeable, Reflective Supervisor assists students in the crafting of their reflection for the viva voce meeting
End of January			Knowledgeable, Reflective and Principled Supervisor submits grades and writes supervisor comments in Managebac
When available			Principled EE coordinator uploads pdf of EE and RPPF forms EE coordinator enters final scores
		Courageous Await results in July	

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