

Student Guide to Presentations of Learning Spring 2017

- For each class, **choose your Essential Knowledge and Skills** as well as **the corresponding evidence choices**.
- Calendar Due Dates:** Look over the due dates and checklist. Write down all due dates in your agenda RIGHT NOW.

Due Date and Teacher	Teacher Initials	Description
5/22		Essential Knowledge & Skills <u>and</u> Evidence selected for your panel
5/23		Turn in Parent Receipt of POL Packet (Parent Signature)
5/23		Defense Script (hard copy, typed) OR PowerPoint (You choose, but do one)
5/24		Defense Script (hard copy, typed) OR PowerPoint (You choose, but do one)
5/26		Practice in front of <u>three</u> people. Have them sign and complete the feedback form.
5/30/17-6/6/17		POLs

- Check your appointment time.** Look at the official schedule for your appointment block and time.
Time Block (Circle One) 8:00am-12:00pm OR 12:00pm-4:00om
Date:
- Choose one:**
 - Complete your script.** Your script must be typed (MLA format). Submit your script on Google Classroom. *If you do not have your script completed prior to your POL, you will not be allowed to present.*
 - Create your Digital Presentation-** Submit your digital presentation on Google Classroom. *If you do not have your digital presentation completed prior to your POL, you will not be allowed to present.*
- Review the potential questions you could be asked during your POL. Familiarize with POL policies (below).**
- PRACTICE!** In front of your parents, relatives, friends, classmates, loved ones, pets, anyone who will watch you. You can also record yourself presenting, watch the footage, and give yourself feedback. Use the feedback sheet to record your audience's thoughts on your presentation.

POL Details and Policies

- Every student presents a defense for each of their subjects that uses concrete evidence.
- Every student creates a digital presentation that uses minimal amounts of text (PowerPoint, Keynote, Prezi, etc.).
- Refer to the common, comprehensive, longitudinal GoogleSheets Rubric for the panel's scores and feedback.
- The final defense score is an aggregate of individual subject scores.
- A student may pass their overall POL even if they do not pass an individual subject.
- Q&A time consists of one clarification/application question without leading questions or commentary.
- The defense may be used by students as a final opportunity to demonstrate mastery in one essential skill per course.
- Missed Presentation Policy:** *You will receive a zero until represent (panel of teachers + additional staff member). Highest score is a 1 on overall POL. Individual EKS mastery may be adjusted at teacher's discretion. * Valid reasons for a missed POL include doctor's appointments with doctor's note and parent confirmation, hospital visits with appropriate documentation and parent confirmation, and deaths in the family with appropriate documentation and parent confirmation.*
- Unprepared Policy (Lack of Professional Attire or Missing a Script):** *Unpreparedness will be reflected in a student's irrevocable accountability score.*
- POL Makeup Policy:** *Students who presented at the date and time originally scheduled but did not pass on the first attempt may make one makeup presentation per content area.. Makeups will be scheduled during the first available slot for the panel. A failing grade during a makeup results in a failing transcript grade. The deadline for make ups is the last day of the se*

- ☐ Opaque, button-down dress shirt or non-revealing blouse (must cover shoulders)
- ☐ If you are wearing a button-down dress shirt then you need a tie and a belt, and the shirt should be tucked in.
- ☐ Khaki pants or dress pants (no jeans)
- ☐ Skirt/Dress (must cover knees & shoulders)
- ☐ Closed-toe dress shoes (no sneakers or *excessively* high heels, with excessively meaning heels exceeding 2" in height)
- ☐ Suit jackets (optional)
- ☐ Hair should not cover face

Each student will earn a **letter grade** for his/her POL based on the total score and the grade scale shown.

This letter grade will be reflected on the student's transcript. The POL is worth one credit, which is the same amount of credit earned for most seminar courses.

POL Format (18 Minutes Total)

Intro/Hook: Introduce self, theme, and hook

Subject One: 3 minutes- student talks, panel listens

Subject Two: 3 minutes- student talks, panel listens

Subject Three: 3 minutes- student talks, panel listens

*****Total of 10 minutes, including buffer minute*****

Habits of Mind/21st Century Skills Reflection and Growth Goals: 1 minute total, student talks, panel listens

Question and Answer Session: 3 minutes maximum- Each teacher asks 1 question with no follow-up. No leading questions or reteaching.

Panel Feedback: 3 minutes maximum, warm and cool feedback by the panel to student

Score	Letter Grade
3.91 +	A+
3.71 – 3.90	A
3.51 – 3.70	A-
3.21 – 3.50	B+
2.91 – 3.20	B
2.61 – 2.90	B-
2.31 – 2.60	C+
2.0 – 2.30	C

	Daily Schedule	Script Outline (This is ONE WAY to do this)
7:50am	Doors open. Students participating in morning session report to panel room if it is their day to present; otherwise, they report to their assigned mastery workshop.	Introduce yourself: Hello, my name is _____. I'm a _____ grader at Da Vinci Communications High School in the graduating class of _____.
8:00am	Teachers take attendance in presentation rooms; mastery workshop supervisors take attendance.	Hook: My theme for my POL is _____. <i>Explain why you chose your theme and connect it to each one of your classes.</i>
8:00am – 11:55 am	Presentations of Learning	Thesis: I will be presenting my classes in the following order _____, _____, _____, _____.
11:30am	Students in the mastery workshop may go to the lunch line. Students in the POL room will be required to stay in the room until presentations have concluded.	Class Explanation: The first (second, third, fourth, etc.) class I would like to present for is _____. - Connect your class to your theme - State the essential skill and explain what it is - Give a short summary of the deliverable demonstrating mastery of that skill. - Demonstrate mastery of that skill (How did you learn the skill and apply the skill through the deliverable?) - How did you improve this skill?
12:00pm	Gates open and students are dismissed	Repeat this format for every class
12:30pm - 3:55 pm	<u>Students with no incompletes:</u> off campus (**Please note, if you prefer that your student stays on campus during this time, please contact Nathan. <u>Students with incompletes OR missing a major deliverable:</u> Required to stay on campus to work to improve mastery.	Habits of Mind and 21st Century Skills Reflection Habits of Mind: Accountability, Quality, Collaboration; 21st Century Skills: Communication, Critical Thinking and Problem Solving, Use of Technology - My strength for Habits of Mind is _____ (use evidence!) - My growth goal for Habits of Mind is _____ (use evidence!) - My strength for 21st Century Skills is _____ (use evidence!) - My growth goal for 21st Century Skills is _____ (use evidence!) Thank you for your time. I will now take your questions. <i>(Be prepared to answer BOTH clarifying and content questions).</i>

Practice Presentation Feedback Form

Signature		Date
Warm Feedback	Cool feedback	

Signature		Date
Warm Feedback	Cool feedback	

Signature		Date
Warm Feedback	Cool feedback	

Parent Receipt of POL Packet

My student, _____, has explained the POL process to me and the requirements that he/she will be required to perform in order to be successful.

He/she has also shown me his/her school planner with all of the important deadlines (including the panel, day, and time that he/she will be doing his/her POL) written down.

Parent/Guardian Name (print): _____

Parent/Guardian Signature: _____ Date: _____

Please sign and return to your student's POL Prep Room teacher