

## Necessary Information

- All points will go into student's CWP and/or English grade.
- All points will go into CWP grade for Running Start students.
- We will strictly adhere to guidelines. **No late work will be accepted for credit.** All due dates are at 8:00 AM.
- Put everything on a disk and the CHS server and back it up. Everything must be word-processed.
- Print your assignments out a day before they are due. This will help eliminate possible computer-related problems. Computer problems are not an excuse for late work.
- Budget your time and avoid procrastination.
- Failure of any step jeopardizes project success.
- Communicate with your mentor. It is your job to initiate and continue communication with him/her throughout the process.
- For the final speech, dress as if you were going to a formal job interview.
- This entire booklet can be found on the school web site:
  - [www.colsd.org](http://www.colsd.org)
  - CHS
  - Culminating Project