

Glossary

- Abstract – Brief, comprehensive summary of the Culminating Project to be included at the beginning of the Portfolio.
- Conventions/Mechanics – Term used to describe grammar, punctuation, capitalization, spelling, and usage.
- Final Speech – The student will present his/her project to a community panel of four to six people. The panel will evaluate the presenter on content, delivery, and substance. Time will be no less than ten minutes and no more than fifteen.
- Learning Stretch/Challenge – Going beyond one’s current knowledge and/or experience. That experience takes the student out of his/her “comfort zone.” “I have never done this before” is NOT a stretch. Students are taking an intellectual/emotional risk (NOT physical).
- Letter of Recommendation- A letter of recommendation is a letter that makes a statement of support for a student. It must be completed by persons other than family members.
- Mentor Agreement – A letter will be given to the mentor by the student informing him/her of the responsibilities and role of the mentor and the student. This must be signed and returned and placed in the portfolio at a later date.
- Mentor Comments/Evaluation – When the product is completed, a comment sheet and rubric will be given to each mentor. It will discuss observations and impressions of the student work.
- Parent Information Night – This will be held on Monday, October 2. All parents are invited to come and ask questions to the teachers involved in the Culminating Project.
- Parental Acknowledgment Form – A letter sent home to parents/guardians which requires their signature stating they have read and understand the requirements of the Culminating Project.
- Portfolio – Accumulation of all required materials pertaining to the Culminating Project. This is presented in an organized, professional, creative, and attractive manner.
- Poster – This is a public announcement of the Culminating Project. It can take various forms, such as a poster board, a collage, a small replica of the real thing, or another creative display. It is displayed in the hallway. It is important to show effort in its creation. It must be appropriate and display name and CWP period number in corner.
- Practice Speech – This will be presented during the month of May in English. The product will be completed, so the practice speech is as close to the real thing as possible. The presentation includes visual aids, proper attire, time length, etc. Peers, using the actual speech rubric, will help to evaluate.

Glossary, Continued

- Product Completion Log – Proof of the completed product. Guidelines appear in this booklet.
- Product Progression Log – An on-going journal of the student’s product which describes and verifies the time spent. Must be signed by the mentor. Guidelines appear in this booklet.
- Project Application – Outlines intended project. Will be presented to panel for approval of project. Guidelines appear in this booklet.
- Research Paper – An MLA style 3-5 page research paper. Must have an arguable thesis which is tied to the hands-on product.
- Resume- A brief account of one's professional or work experience and qualifications.
- Rubric – A scoring tool which outlines the requirements and evaluates standards.
- Where I Stand – This is a two-page, error-free reflection about the student. A prompt is given and must be addressed in the response.