

Warner Robins High School

Senior

Capstone Project

2016-2017



Senior Capstone Project

- * Career development is a vital part of a student's educational career. Our goal is to graduate students that are college and career ready.
- * The main goal of the Capstone project is for students to explore a career of personal or professional interest and to address the latest trends or issues through focused study and applied research.
- * Students will demonstrate proficiency in thinking critically and creatively, making reasoned and ethical decisions, and communicating effectively.

Senior Capstone Components

The components of the Senior Capstone Project are:

- Career Research Paper (3 pages minimum)
- Presentation (3 to 5 minutes on Career Research Project)
- Portfolio (Documentation of Capstone Project)

The final grade of the Senior Capstone Project will be calculated as an average from the three components of the project. It will count as a test grade in each of the students' core senior academic classes.

(English, Math, Science, Social Studies)

Each student will be graded by the rubrics and standards set forth in the Capstone Handbook.

Research Paper

- * The first component is a research paper documenting information on a career field of your choice.
- * The project proposal must be approved prior to beginning your research. The required length of your paper is three pages (700-1000 words).

Mentoring

- * You must complete eight hours of job mentoring to assist you in learning more about your career area.
- * In order to complete the mentoring, you need to find a mentor—someone who is knowledgeable in your chosen area of interest or someone working in the field.
- * You have the responsibility to obtain a mentor and submit a signed agreement between the school, your mentor, you, and your parent/guardian.
- * Virtual job shadowing is an option including Skype, FaceTime, or any other electronic means of communication where you and your mentor could share questions to gain information related to the career field without face-to-face contact.
- * You must maintain a log of hours spent with your mentor. The mentor's input should be included in the research paper.

Portfolio

- * Students will keep a portfolio of their senior project, which includes a work philosophy, goals, personal budget, resume, cover letter, references, mentor log, and examples of career-related experiences and educational and/or extra-curricular activities/honors.
- * This will be graded for completeness. The student will follow the outline provided.
- * Students **MUST** have completed their research paper and the school must have received the Mentor Verification Form in order for the student to be eligible for a portfolio grade.
- * Seniors will place all portfolio items in their Rockin R folders that their Rockin R teachers will keep in their classroom. It is highly suggested that students save all work on their school One Drive account. It is the student's responsibility to present the hard copy of the documents to the Rockin R teacher by the deadline dates.

Presentation

- * The final component of the Senior Capstone Project will be your presentation to a panel of educators, community members and business and industry representatives.
- * This formal presentation must be in an electronic format, such as PowerPoint or Keynote.
- * The purpose of the presentation is to share any tangible evidence/application of the skills and knowledge you have acquired from the project.
- * Each presentation should be three to five minutes in length.

Plagiarism

- * The most important part of any educational experience is academic honesty.
- * You are responsible for ensuring that you do not plagiarize or misrepresent yourself in any way.

What constitutes plagiarism?

- * Directly copying from another source without using quotation marks and/or without giving credit to the author by citing your sources
- * Not paraphrasing the information completely or correctly
- * Using another person's work, in part or as a whole, as your own
- * Using work that you have completed for another teacher without approval
- * Using research that you do not include in your research folder or that the teacher cannot verify with the material in your folder
- * Passing on your work to another student

Plagiarism

What constitutes misrepresentation?

- * Falsifying documents and assignments
- * Using an immediate family member as a mentor or interview subject
- * Allowing other people to complete portions of your assignments
- * Committing any other breach of the project assignments

What constitutes professionalism?

- * Dressing appropriately for the occasion, including job shadowing, volunteering, the presentation, etc.
- * Constructing emails and correspondences using proper etiquette
- * Proper respect given to mentors, faculty advisors, senior English teachers, etc.

Senior Capstone Project Timeline

Project Component	Due Date
Parent Consent, Deadlines, & Plagiarism Letter	September 28, 2016
Project Proposal & Mentor Agreement	October 5, 2016
Research Paper & Mentor Log	November 30, 2016
Presentation & Portfolio	By March 31, 2017

Late Policy

The standard late penalty for the three major sections of the Senior Capstone project work (paper, portfolio, and presentation) will be ten (10) points per week. If you are absent or sign out, your assignments are still due on the assigned date.

Who has to complete the Capstone Project?

- * **All Seniors** except those students currently enrolled in Work Based Learning. Those students already complete a Career Portfolio in WBL.
- * Students who attend a Post-Secondary School will still need to adhere to the deadlines and submit their Capstone project to their Rockin R teachers.
- * Students enrolled in Humanities will utilize their PIE job shadowing for the Mentorship component.