

Parents Guide

Guide To Parents (Facts and Details)

Dear Parents/ Guardians,

As a candidate of IB school, SMKDSA is responsible to give information about Personal Project to all parents and guardians. The purpose of this flyer is to include parents in the process by providing essential information and asking for support and encouragement from home.

Reasons of Completing

Completing a Personal Project is similar to pursuing any challenging goal. Each project requires students to investigate, plan, take, action and reflect as they navigate the ups and downs of active learning. Since the Personal Project encourages investigating a topic of interest, it often sparks the joy of discovery, which is learning at its best.

Ways of learning about what is required

Some classroom instructions about the Personal Project will happen in your students' Language, Mathematics, Science and Social Studies classes at different times during the year. Students may also access a "Personal Project Handbook" with information and assessment rubrics to answer their questions independently. Most importantly, each student has a supervisor available for coaching, guidance and encouragement along the way. We advise students to stay in close contact with their supervisor throughout the Personal Project experience by social media platforms (*WhatsApp, Telegram, etc*), email and face-to-face conversations.

Personal Project Evaluation

At the end of the Personal Project, students communicate their experience through a written report and orally during a public "Exhibition Day". In both cases, students receive feedback (formally and informally) about the quality of the learning process and the product developed.

SMKDSA fulfils IB requirements by registering all Year 5 as candidates for external project review as part of our on-going efforts for improvement.

Parents Assistance from Home

For many students, finding the self-discipline needed to stay focused on the goal proves to be one of the most demanding aspects of the Personal Project. Your encouragement from home can make all the difference simply by showing a general interest in your son's/ daughter's progress. Please share your own experiences about the challenges of pursuing personal interests amidst life's many demands.

Steps To The Future

For many IB students around the world, the Personal Project is remembered as a highlight of the final year of their studies. It is a chance to be creative, explore something of interest and learn for the joy of it, rather than for a grade. Successful completion of the Personal Project will be noted on the report card, uses as evidence for readiness to participate in the IB Diploma program and other advanced classes. Students who **successfully** complete a Personal Project will earn an academic letter in recognition of their significant achievement.



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IB CANDIDATE SCHOOL

Personal Project

MYP Personal Project

The Personal Project is an individual project to be completed when you are in Year 5. It consists of three major components.

i. Process Journal

Decide on a format and use it throughout the project
A place for:

- ◆ Brainstorming
- ◆ Planning
- ◆ Recording interaction with sources

ii.Product/ Outcome

- ◆ Based on the goal .
- ◆ Evaluated based on specifications created.
- ◆ Can have multiple formats – use creativity.

iii.Project Report

- ◆ Contains evidence that met the assessment criteria
- ◆ The supervisor uses it to score the project
- ◆ Must follow a specific format
- ◆ Submit with 5-10 extracts from the process journal as evidence of meeting the assessment criteria.
- ◆ The project report must be between 1500-3000 words in length for written and electronic (website, blog, slideshow) formats.
- ◆ If done in oral (podcast, radio broadcast, recorded) and visual (film) formats, the lengths is 13-15 minutes.

You will show the skills you have developed during your MYP years and apply them to a topic you have chosen.

The Personal Project should be linked to one **Global Context**



Role of Your Supervisor

Your Supervisor's role is to advise you throughout the project, meet you on a regular basis and encourage you to complete the various stages of the project according to the deadlines.

Your Supervisor need not necessarily be an expert on your topic but he/ she will be able to guide you and help you as needed. You may decide to consult another person inside or outside SMKDSA who can give you more expert help.

Your Supervisor will:

- ◆ Make time to meet with you throughout the process and keep a record of such meetings to obtain an overall perspective on your progress.
- ◆ Make sure that you understand the guidelines and assessment criteria for the personal project.
- ◆ Carry out formative assessment by offering positive, constructive oral and written comments at each stage, using the Personal Project assessment criteria as a basis for discussion.
- ◆ Ensure that the project is authentic and entirely your work, and the material is adequately referenced.
- ◆ Assess the project according to the assessment criteria.

Your responsibilities:

- ◆ Organize meetings with your supervisor.
- ◆ Find out when your supervisor is generally available to meet you.
- ◆ Set dates for meetings and inform your Supervisor if you cannot.
- ◆ Make a set meeting.
- ◆ Bring your process journal and other appropriate materials to each meeting.
- ◆ Turn in work before or on the deadlines.

STEPS IN COMPLETING THE PERSONAL PROJECT

1. Investigate				
Begin your choice of Process Journal at the beginning of this step and use throughout the project	Brainstorm and identify a suitable topic	Identify one Global Context on which you will focus and justify it	Decide on a challenging, yet realistic goal that you can accomplish	Conduct research and record in your Process Journal

2. Plan				
Continue your research and record it in your Process Journal.	Find a variety of sources (e.g: books, periodicals, websites, interviews, images, etc.)	Evaluate the sources - judge the sources by considering:	Create specifications to evaluate your product/ outcome	Develop and record in your Process Journal a plan to create product/ outcome
		Is the author credible? Is the information current/accurate? Who is the intended audience?		

3. Take Action		
Interpret the information by considering: Why does this information matter? How is this relevant to my stated goal?	Use the information - transfer and apply it to your goal by: Making decisions Creating solutions Developing understanding	Create the product/outcome defined by your goal

4. Reflect			
Evaluate the product/ outcome using the specifications you created in step two	Explain how completing the project extended your knowledge/ understanding	Explain how you have grown as a learner by completing the project	Explain what you have learned has impacted your attitudes and behavior

5. Report			
Use your process journal to help complete the report	Organize the report according to the proper structure	Write clearly and concisely (don't use more words than necessary)	Choose 5-10 extracts from your Process Journal highlighting completion of criteria

Assessment Criteria

The table below summarises the Assessment Criteria. The detailed version will be made available to students and Supervisors throughout the project.

Objective A : Investigating	*Define a clear goal and Global Context for the project, based on Personal Interest. *Identify prior learning and subject-specific knowledge relevant to the project *Demonstrate research skills
Objective B : Planning	*Develop criteria for the product *Plan and record the development process of the project *Demonstrate self-management skills
Objective C : Taking action	*Create a product in response to the goal, Global Context and Criteria *Demonstrate thinking skills *Demonstrate communication and social skills.
Objective D : Reflecting	*Evaluate the quality of the project against their Criteria *Reflect on how completing the project that extended their knowledge and understanding of the topic and the Global Context.