

MYP Personal Project

Procedures and Internal Standardization

All MYP 5 students will do a personal project. The personal project is unique for each student and gives each one the opportunity to show their ability to research, plan and manage their own time effectively, focus their work through global context and complete a long-term project.

The Personal Project coordinator will be appointed whose role will be to guide the students and supervisors through the process of choosing a topic and overseeing the process. Each student will be assigned a supervisor for the project. All projects are individual and will not have scheduled class times.

The MYP coordinator or Personal Project Coordinator will meet with the project supervisors before the beginning of the term to be sure that they all understand their responsibilities. Additional meetings will take place throughout the duration of the project to check that all students are progressing and will complete their projects on time, or to plan how to help them with the management of their work.

The MYP coordinator or Personal Project Coordinator will have an introductory session with all the MYP 5 students at the beginning to discuss the personal project and to pair the students with their supervisors.

Each student will receive an MYP Student Guide to the Personal Project. This booklet contains materials from the IB Personal Project guide, as well as school generated documents.

Each supervisor will meet periodically with his/her student(s). This usually occurs every two weeks, but can be more often if the student or supervisor feels it is needed. They will discuss the time frame and agree on a schedule for meetings. Both the student and supervisor will keep a record of meetings and topics discussed.

Each student will be responsible for his/her own work and for maintaining regular communication with the supervisor. Throughout the months of work on the project, the supervisor will track the student's progress and be watchful of the timeline for completion. The student will keep a record of these meetings on the form in their student guide and the supervisor will initial after each meeting.

Each student will keep a process journal all throughout the project. This should record his/her thought process in the development of their work. Students are encouraged to write up sections of their report and receive feedback from the supervisor during the course of working on the project. All students are required to write a draft of the complete report and hand it in to the supervisor by the date listed on their timeline. It will be given back with suggestions for improvement, so that the student may revise it before handing in the final report by the due date.

Each student will prepare a presentation of his/her project for the school. This can take various forms, dependent on the type of project, but usually includes a display and oral presentation of some sort.

A process of internal standardization is used to determine the final grade for each student. Copies of the personal project reports are given to the group who will do the internal standardization, normally including the coordinator, supervisors and any other MYP teachers asked to participate. The group will meet together to discuss each project and decide collaboratively on the level to be awarded for each criterion. Moderation with teachers ensures common standards and quality outcomes.