



IB MYP PERSONAL PROJECT 2019 – 2020

STUDENT GUIDE

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What is the Personal Project?

The Personal Project is an **independent, student-driven learning experience** that is a compulsory element of the International Baccalaureate Middle Years Program (IBMYP).

You choose a **Goal** based on your own personal interests, which needs to be both achievable and challenging for you. You then decide on a **Product** or **Outcome** for your Project.

Personal Project allows you to inquire into a topic of interest to you and develop skills and knowledge you have been developing throughout the IBMYP.

The Personal Project reflects your ability to initiate, manage and direct your own inquiry through:

- deciding what you want to learn about, identifying what you already know, and discovering what you will need to know to complete the project
- creating a proposal and criteria for your outcome or product, planning your time and materials, and recording developments of the project
- making decisions, developing understandings and solving problems, communicating with your supervisor and others
- creating and evaluating a product or outcome and reflecting on your project and your learning.

Major elements of the Project

Goal

Process Journal

Product/Outcome

Report (written, oral or multimodal) – you are assessed on this

Exhibition Night

How long do I spend on Personal Project?

You are expected to spend approximately 25 hours of your own time on the Personal Project. The project should not take over your life but is a major assessment and therefore it does require time to be dedicated to it, such as weekends and holiday time.

Self and time management are key, and these skills are what you are assessed on.

Important Dates

The Project consists of:

- A product or outcome **to completed by the end of Term 2 Week 5**
- A written report **submitted in Term 3 Week 3 Pastoral Care.**
- An exhibition display **Term 3 (Parent teacher interview night).**

The Role of the Personal Project Supervisor

Supervisors are responsible for:

- supporting students to complete their projects by ensuring they are meeting timeline requirements
- ensuring the project topic satisfies appropriate legal and ethical standards with regard to health and safety, confidentiality, human rights, animal welfare and environmental issues
- meeting with the student **at least 3 times** (it is recommended to be at the beginning, middle and end of the project)
- confirming the authenticity of student work submitted and **completing the Academic Honesty form**
- assessing and moderating the MYP projects against the rubric according to the 4 Objectives (Criterion). Students' work is marked and moderated **against each specific strand of each criterion.**

Drafting of your Report will be done via Studiosity. You can access your Studiosity code via DayMap in your 'Portfolio' section.

URL: <https://www.studiosity.com/>

Support with drafting can also be accessed via the Support Sessions offered.

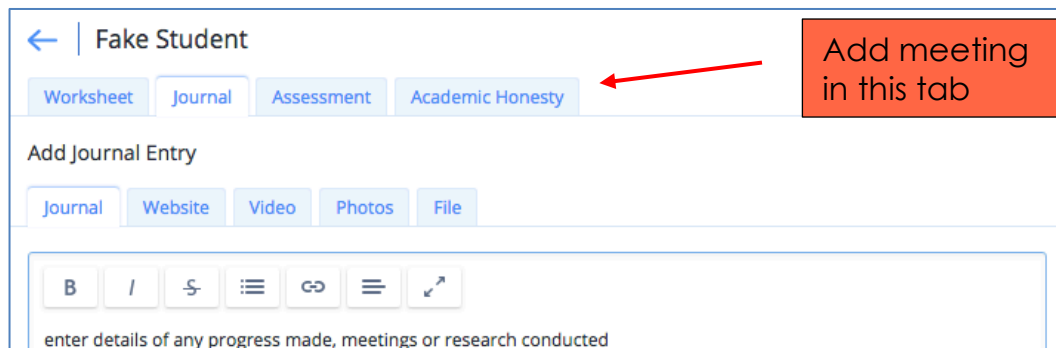
2019 – 2020 Personal Project Timeline

2019	Term 4 Week 7	Immersion Day and completing details of the Personal Project Proposal on Managebac including: <ul style="list-style-type: none">• Topic• Goal and Global context• Inquiry question• Mind map	
Term 1 2020	Weeks 1-3	Finalise the following in Managebac: <ul style="list-style-type: none">• Topic, Goal, Inquiry question, Global context (1 only)• Identify your Product/Outcome• Begin reference list and finalise mind map Pastoral Care Task: Formal review of Goal (i-SMART)	Complete Research and Work on Product/Outcome
	Week 4	<ul style="list-style-type: none">• Supervisors allocated Pastoral Care Task: Setting Success Criteria First meeting with Supervisor (between weeks 4-8)	
	Weeks 5 - 6	Pastoral Care Task: Peer Assessment/Evaluation	
	Weeks 7 - 11	Pastoral Care Tasks: Working on Action Plan and collecting ATL and Global context evidence Complete Research and Work on Product/Outcome	
Term 2 2020	Weeks 1 - 2	Organise Meeting 2 with Supervisor (between weeks 2 – 5)	Finalise Product/Outcome and Work on Report
	Weeks 3 - 5	<ul style="list-style-type: none">• Finalise Product/Outcome Products/Outcomes due end of Week 5. You need to email/show your Supervisor and upload images/product/outcome to Managebac.	
	Weeks 5 - 10	<ul style="list-style-type: none">• Report Writing begins• Organise Meeting 3 – final meeting	
Term 3 2020	Week 2	Personal Project Exhibition Night (Parent Teacher Interview Night)	
	Week 3	Submission of Reports (during Pastoral Care)	

Meetings (need at least 3)

You need to:

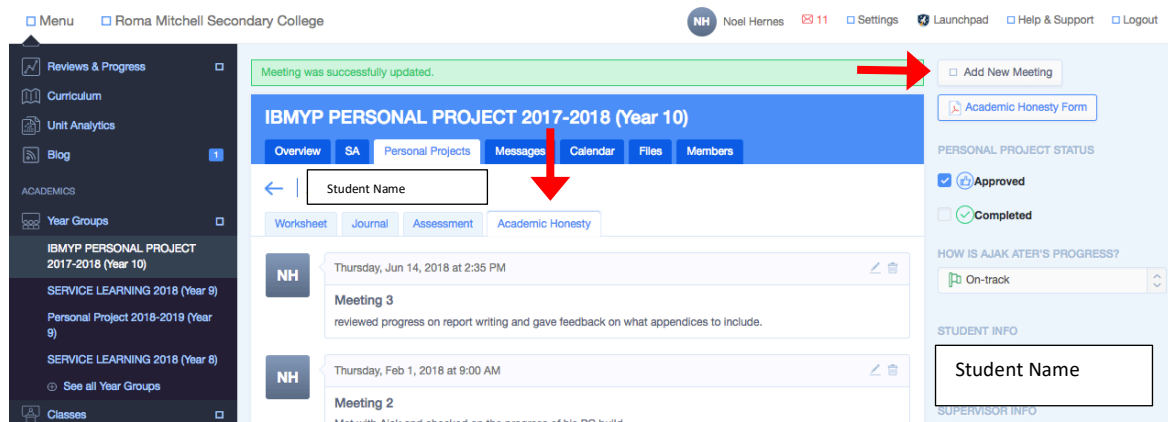
- ✓ meet with your Supervisor at least 3 times throughout the Personal Project.
- ✓ email your Supervisor to organise a time to meet.
- ✓ record each meeting in the **Academic Honesty** tab in Managebac ('add new meeting').
- ✓ make sure that you are up to date with the tasks completed in Pastoral Care.



During your meetings, your Supervisor will check your progress and you can ask any questions you may have.

There are documents with discussion questions for each meeting with your Supervisor. These can be accessed via the **Files** section in Managebac.

Once three meetings are documented in Managebac the Academic Honesty Form can be generated and signed by you and your Supervisor. This form is then attached to your final report when you submit it in Term 3, Week 3.



Pastoral Care Tasks

Task 1 – i-SMART Review of Goal

Use the below table to evaluate your Goal.

This task relates to Criterion A (see page 10 and 11).

In your report you will discuss how your Goal was highly challenging and based on your personal interests.

I INSPIRATIONAL	S SPECIFIC	M MEASUREABLE	A ATTAINABLE	R REALISTIC	T TIMELY
How is your Goal inspirational for yourself and others? – refer to the Global context you have chosen	Is your Goal specific? Explain why. If you can answer/fulfil the Goal easily then it needs to be more specific and challenging	Can you test if your Goal is a success? How will you? (i.e. tests, surveys, interviews) Explain	Can you achieve your Goal with the resources and time you have?	Is your Goal achievable for you? How? Explain the skills/experience you already have that will help you achieve your Goal	Can you achieve this Goal within the time frame? What is your general (action) plan to achieve it? The Product/Outcome is due Term 2 Week 5 and the Report is due Term 3 Week 3

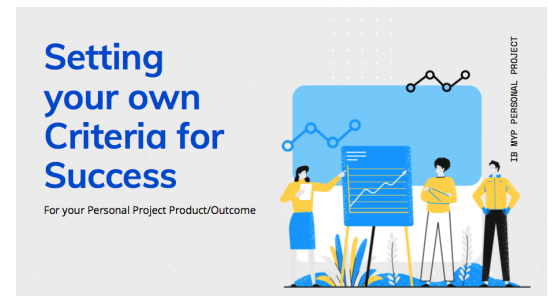
Task 2 – Setting your Success Criteria

Go through the presentation (PDF) in the Managebac **Files** section.

Record 4-6 specific criteria for your Product/Outcome.

This task relates to Criterion B, C and D of your final report (see page 10 and 11).

In your report you will discuss how you developed your criteria, assessed it against your final product/outcome and you will reflect on the quality of your product/outcome against the criteria you set.



My Goal:		My Product:
Criteria Category	product / outcome details	How will I test or evaluate the product to know I am successful?
Function, form and Aesthetics		
Materials		
Cost		
Environment considerations		
Use/audience		
Other criteria related to my product/outcome		

Task 3 – Peer Evaluation/Assessment

Go through the presentation (PDF) in the Managebac **Files** section. Download the Evaluation sheet (word document) in the Managebac **Files** as well.

This task relates to all of the Criterion you are assessed on:

- Criterion A (evaluating your goal and making sure it is highly challenging)
- Criterion B (self-management and planning)
- Criterion C (building communication and social skills)
- Criterion D (reflecting) (see page 10 and 11).

PERSONAL PROJECT: PEER EVALUATION AND ASSESSMENT

Student Name: _____	Date: _____
Name of Peer Assessor: _____	
Project Goal: _____	

Tasks (tick if complete, use a cross if incomplete). These need to be uploaded to Managebac:

- ☒ ☒
- ☐ Mind map (Upload in Journal section)
 - ☐ Topic, Goal, Global context and Inquiry question recorded in Managebac (Upload in Worksheet section)
 - ☐ Document with reference/research list (working document)
 - ☐ i-SMART Review of Goal task (Upload in Journal section, from Pastoral Care Week 3)
 - ☐ Document with Success Criteria (Upload in Journal section, from Pastoral Care Week 4)

After your discussion, use the below rating system and rubric to evaluate the student's Project and the progress that they have made.

Task 4 – Action Plan

Access the Action Plan template 'see Term 1 Weeks 7 – 10 folder' under the **Files** section in Managebac.

You may choose to format your Action Plan differently.

This task related to Criterion B (self-management, planning and showing the development of your Project).

IB Personal Project Action Plan

Action/Step	Time Frame	Resources needed	How it will be done	Done	Changes/ Reflection

Task 5 – Collecting Evidence of the ATLs and your Global context

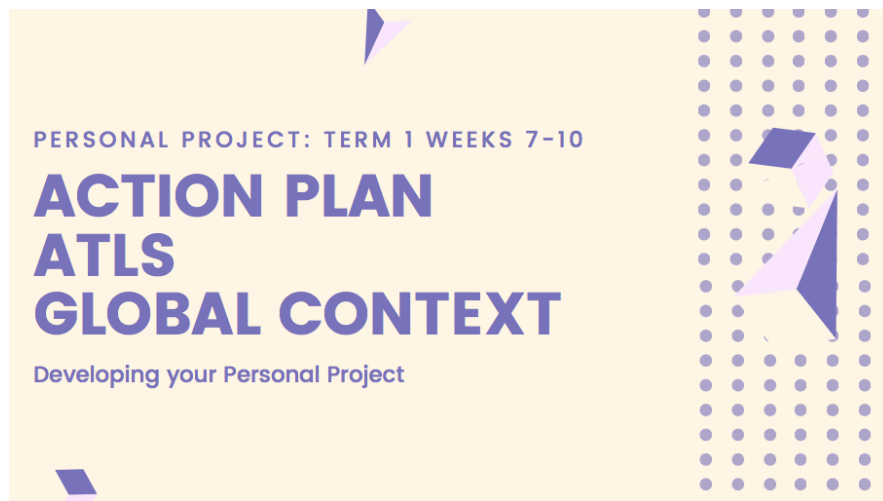
Access and read through the presentation (PDF) in the Managebac **Files** section.

Upload any evidence (to the **Journal** section) you have that relates to the following ATLs (skills) and also your chosen Global context.

ATL skills: Research, Self-management, Thinking, Communication and Social

(See page 9 for what evidence you can include in your Journal).

This task relates to all Criterion as the evidence you collect demonstrate your engagement with the Project and the skills you developed throughout the Project.



The Process Journal

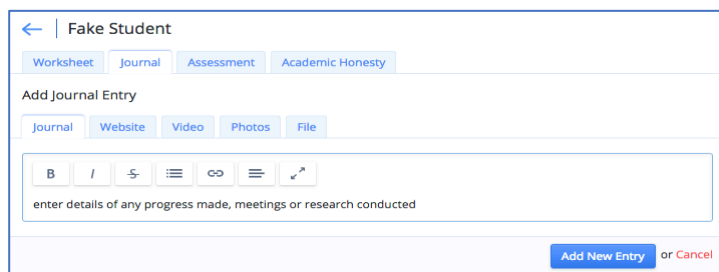
What you can include in the Journal section in Managebac

- **Goals and deadlines** - set mini goals and deadlines; note whether you have achieved them. If not, how has it impacted on the next step of your project? What did you learn about how to manage time better as the project moves on?
- **Work completed in the week** - detail what you have done since your last entry.
- **Evidence of ATL skill development (to be attached in the Appendices section and discussed thoroughly in the report)**, see below:

ATL (Approaches to Learning) skill categories				
Communication	Social	Self-management	Research	Thinking
I. Communication	II. Collaboration	III. Organization	VI. Information literacy	VIII. Critical thinking
		IV. Affective	VII. Media literacy	IX. Creative thinking
		V. Reflection		X. Transfer

- **Reflection on the process** - Did you follow your plan for the week? Do you have proof? Explain some things that went well and some that did not go well. What do you need to do to fix or change mistakes?
- **Visual Entries** - Sketches, Outlines, Story boards, models, photographs etc.
- **Information researched** and **Resources used** - what relevant information have you found to help you move towards your goal. Keep a reference list of any helpful books and websites or conversations that took place.
- **Challenges or difficulties faced** - discuss problems or setbacks and how you will deal with them.
- **Evaluation of progress** - refer to the goals you set for yourself and indicate whether you are achieving them. Identify areas for improvement.
- **Next steps** - what you will be working on next and what you hope to achieve in the next week or so, and more long term. Do you need to make changes to any time plans set?

You can upload videos, photos, URLs and other files straight onto Managebac in the appropriate tabs. This is evidence you can then use in your Report.



The Report

The **Report** is a reflection (1500 – 3000 words) of the entire project and demonstrates your engagement by summarising the experience and skills that you record in your **Process Journal**. It is a **thorough** reflection of your ability to:

- set a clear goal and demonstrate research skills
- describe the development of the project and criteria of their product / outcome
- demonstrate communication, social, self management, research and thinking skills
- reflect on the quality of their product / outcome and themselves as IB learners

The report should be presented with the following:

- Title Page
- Contents Page
- Body of report with headings

CRITERION A Investigating

CRITERION B Planning

CRITERION C Action

CRITERION D Reflection

- Bibliography
- Appendices
- Process Journal Extracts (maximum of 10)
- Academic Honesty Form

The majority of reports will be in written format but there is an opportunity for you to present in an audio/visual format. **You should decide the most appropriate format for you.** The table below gives guidelines for the required length of the **Report**.

You must still submit the following:

- Title Page
- 250 word summary of the project and product/outcome
- Bibliography
- Appendices
- Academic Honesty Form Process Journal Extracts

Format	Length
Written	1500-3500 words
Electronic (website, blog, slideshow)	1500-3500 words
Oral (podcast, radio, recorded).	13-15 minutes
Visual (film)	13-15 minutes

How the Personal Project is assessed

The **Personal Project** is assessed against 4 **Objectives (Criterion)** with a level between 0-8. This is in the same way as your subject learning areas. Each objective (criterion) has specific strands that set the requirements.

All student reports are marked by the Supervisor and then marked by other staff to ensure quality and consistency in grades. This is because reports are then selected for moderation by the IB.

The following objectives (criterion) are used:

Objective A: Investigating

Students should:

- i. define a clear Goal and context for the project, based on personal interests
- ii. identify prior learning and subject-specific knowledge relevant to the project
- iii. demonstrate research skills.

Objective B: Planning

Students should:

- i. develop criteria for the product/outcome
- ii. plan and record the development process of the project
- iii. demonstrate self-management skills.

Objective C: Taking action

Students should:

- i. create a product/outcome in response to the goal, context and criteria
- ii. demonstrate thinking skills
- iii. demonstrate communication and social skills.

Objective D: Reflecting

Students should:

- i. evaluate the quality of the product/outcome against their criteria
- ii. reflect on how completing the project has extended their knowledge and understanding of the topic and the global context
- iii. reflect on their development as an IB learner through the project.

Glossary and elaboration of terminology

Adapted from the 2015 IB Projects Guide

Global context

You need to choose **ONE** Global context for your Project. The Global context establishes the relevance of your Inquiry (why it matters).

Global contexts direct learning towards independent and shared inquiry into our common humanity and shared guardianship of the planet.

Global contexts to choose from:

- identities and relationships
- orientation in space and time
- personal and cultural expression
- scientific and technical innovation
- globalization and sustainability
- fairness and development.



Process Journal

A generic term to refer to the documentation that you develop during the process of completing the Project.

ATLs (Approaches to Learning)

Specific groups of skills that you have developed from Year 8. You provide detailed evidence of these skills in your Report.

ATL skills provide a solid foundation for learning independently and with others, demonstrating learning, and reflecting on the process of learning.

Success Criteria

These are specific elements the product or outcome must meet to be a quality outcome. The criteria are determined and tested by you (you decide and test the criteria of your product/outcome).

Product/Outcome

The end result of the Goal. The Product or Outcome can be a non-tangible result; for example, an awareness-raising campaign or a tangible result such as a sculpture, film, story or model. It represents the Inquiry work. You choose what the Product/Outcome will be.

Contact Details

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