

Presentation Portfolio Written Report Worksheet

	Title:	
1	Lead (Reference to yourself) Why did I choose this topic? Attention Getter (Expand on the Problem)	
2	Thesis: State the goal of the project (What did I hope to accomplish ?) State the plan for this report	
	Procedure and Discussion	1. Project Procedures and Results 2. Interpersonal Interactions 3. Personal Influence
3	First, Project Procedure and Results What were my goals and objectives of this project? Explain the project plan and implementation. What problems did I encounter? How did I resolve these problems? How did I apply my high school course work? Did I integrate Core Values? Was I able to meet the goal?	
4	Second, Interaction with Others Describe and give examples of the effects that this project has had on me. How was I affected (positively and negatively) by the people involved in this project? Describe and give examples of the effects that I have had on the people with whom I interacted during this project? What have they learned from me?	
5	Third, Personal Growth What life lessons have I learned as a result of being involved in this project? If I were to begin the project over again, would the topic be the same? Why? What would I have done differently?	
6	Conclusion: Did I meet my goal? Did I accomplish my objectives? Summarize personal reflections.	

3-5 Page Paper
 Typed—12 Point Times New Roman Font
 Double Spaced—1 Inch Margins
 Bibliography—MLA Format
 (Refer to Evaluator's Rubric)

Oral Presentation—15 minutes—Be creative
 Incorporate Technology (ie. Video / PowerPoint)
 Complete *Self Evaluation*
 Summit *Documentation of Hours*
 Complete One page Picture Summary