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| Shell iMind  **Personal Project Student Guide** |

Image from <http://www.padouglas.com/images/products/imind.jpg>

Accessed 20th July 2016

**iMind Lesson overview 2016/2017**

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| **Week**  **(wk1=ssp)** | **Lesson** | **Michaelmas Term** |
| 2 | Lesson 1 | Introduction to the course & Library. Blooms Taxonomy. Research cycle |
| 4 | Lesson 2 | Launch Personal Project. Brainstorming. |
| 6 | Lesson 3 | Question Formation. Record of initial ideas. Collect project proposal. |
| 8 | Lesson 4 | Hand in project proposal. Functional areas of the brain. **Students matched with Mentors**. |
| 10 | Lesson 5 | Planning review |
|  |  | **Lent Term** |
| 1 | Lesson 6 | Online resources. De Bono’s hats |
| 3 | Lesson 7 | Academic Honesty. Multiple intelligences. Mid project review. |
| 5 | Lesson 8 | Online research skills |
| 7 | Lesson 9 | Reflective thinking |
| 9 | Lesson 10 | Republic island and Ring of Gyges |
| 11 | Lesson 11 | Project product review |
|  |  | **Trinity Term** |
| 2 | Lesson 12 | Final summary and reflection.  **Finalise Process Journal and Final Product** |
| 4 | Lesson 13 | **Hand in PP and show examples to the class** |
| 6 | Lesson 14 | Memory |
| 8 | Lesson 15 | Higher order thinking in relation to Arts Fest |
| 10 | Lesson 16 | Arts Fest |

**Aims of iMind lesson**

1. **The Personal project:** To develop independent research skills and foster a deeper critical engagement with information
2. **Learning to Learn:** To develop greater self-awareness about individual learning styles and emotional intelligence
3. **Mindfulness:** To develop greater mental calm and positivity

Key resource for iMind lessons is the website: <http://jamielarge.weebly.com/>

**What is the Personal Project?**

The Personal Project is an integral part of the iMind curriculum. You will work on your project over the year during your iMind lessons and in your own time. It provides a unique opportunity for you to produce an entirely personal and creative work of your choice, and to develop skills which will benefit you in your further studies and beyond.

The Personal Project includes a **Process Journal** and a **Final Product.** This reflects the importance of the processes of thinking, planning and carrying out research along with the quality of the Final Product.

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**How do I choose the question for my Personal Project?**

Begin by identifying topics in which you are interested. Your topic should be one about which you feel strongly, and about which you have a firm opinion. Try brainstorming ideas either on your own or with other students. You can write about this in your **Process Journal.**

After this brainstorming you will refine and develop your ideas. You should create a **research** **question** which you can answer and which will challenge and stretch your knowledge and skills. Your question should also be something which is not simplistic to answer. Your question may be, for example, either to inform people about your topic, to change their minds about something, or to entertain them. Your **Final Product** will be more successful if you frame a question.

Examples of this might be:

* You are interested in researching the music of Elvis Presley, and want to present your findings by writing and performing a song to inform others about him. This will have greater focus and impact if you try to answer the question, “How important was Elvis Presley in the development of rock music?” as you compose your song.
* You are wondering how managers choose players for a national football team. You set yourself the question, “Should the behaviour and attitudes of professional footballers affect their selection for national football teams or should selection be made on playing ability alone?” You decide to work with another pupil to write and perform a drama in the form of an interview to present your arguments.

**What is the Process Journal?**

Your Process Journal is a way for you to write about and reflect on the learning journey you make throughout your Personal Project. It forms an important part of your Personal Project and should be submitted for assessment at the same time as your Final Product. You might include in your Process Journal: mind maps, bulleted lists, pictures and diagrams and comments on your sources of information. It should be shown to your mentor throughout the Project and given to them at the end of the Project.

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| Your Process journal is…. |
| * Begun at the very start of your Project and used throughout |
| * A place for planning and setting out your goals for the Project |
| * A place for storing useful information – ideas, pictures, websites, resources |
| * A place for reflecting on your learning journey |
| * A place for reflecting on the things you are learning about how you learn. |
| * A place for writing about problems you encounter and how you overcome them * A place for you to evaluate your sources of information |

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**What is the Final Product?**

Your project can be presented in any appropriate creative format, as long as it answers your question. So, it could be written, oral, multimedia, dramatic, performance or an artefact. You will present your Final Product to your mentor when you have finished in the summer term.

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**How can I get help and advice on my Personal Project?**

You will be allocated a mentor for your project. This might be your tutor, or someone who teaches in a subject related to your Project topic. Your mentor will also be the person who finally assesses your Project.

Your mentor will not decide your Project topic or question, but will be someone to give you advice and guidance.

Mr Large (Director of Studies) and the Librarians are your main points of contact during the Personal Project. The Library is open during the week till 8:45 should you need help with your project.

**Where can I get resources to help me in my Personal Project?**

iMind lessons will take place in the Senior School library, which has an extensive collection of book and online resources.

When you plan for your Final Product you should think about the range of resources and facilities which we have at Ardingly – and check with appropriate staff that what you are planning is possible and practical.

**Can I work as part of a group?**

The Personal Project is individual, and all Shell students will compile their own Process Journal. However, you may decide that you want to work in a group for your Final Product. For example, this may be appropriate for a performance or dramatic presentation. The maximum size of group permitted is 3. You should think carefully about this – it will not be possible to swap group members during the year, so you should be sure that you plan with students you can work with. Each student will be assessed as an individual. A group presentation should be longer than an individual one, and each member of the group will be expected to take an equal share.

**How will the Personal Project be assessed?**

Each Project will be assessed using the following criteria:

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| **Criteria** | **Points** |
| Using the Process Journal and reflecting on learning | Maximum 4 |
| Defining the question | Maximum 4 |
| Using information | Maximum 8 |
| Final product | Maximum 8 |
| Total | Maximum 24 |

**Grade**

A\*= 23-24

A = 20-22

B = 17-19

C = 13-16

D = 6-12

E = 0-6

The Personal Projects which gain the highest marks will be celebrated at a special event towards the end of the Summer Term. These will not necessarily be those pupils who produce the best Final Product, but those who have achieved high marks in all the assessment criteria.

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**Academic Honesty?**

Any project should contain a list of the sources you have used, called a **Bibliography**

You will help yourself if you make a note of these details as you make your notes from the book or web page. A bibliography is a list of these sources. You should include a bibliography in your Personal Project.

There are many different ways of listing the details.

For a **book**, you should include the author and title, publisher, place of publication and date of publication

e.g. Baines, John. *Antarctica* Wayland, London, 2010

For an **article,** you should include the author and title of the article and the title and date of the periodical.

e.g. Collins, Nigel. *Inherited diseases.* Catalyst. Volume 15 Number 2 (November 2004)

For information and images from the **Internet,** you should quote the author and title of the Web page (if you can find it), the Web page address and the date you accessed the information.

e.g. British Antarctic Survey, Climate change

http://www.antarctica.ac.uk/Key\_Topics/Climate\_Change/index.html (accessed 4/12/2011)

(To find the exact address of a Web page, right click with the cursor on the page, then go to Properties)

Note : Google is only the search tool you have used – you do not need to put [www.google.co.uk](http://www.google.co.uk) as one of your sources.

The list should be included at the end of your Final Product, in alphabetical order of author, or on the Notes page if your Final Product is not in written format.

***Academic Honesty – Principled Learners***

You should **never** cut and paste large blocks of text from anywhere, or copy text directly from a book into your work. This is called plagiarism and in effect, is stealing someone else’s work and trying to pass it off as yours. There is nothing wrong in quoting a short piece that someone else has written, provided that you enclose it in quotation marks (“…”) and then say where the quotation comes from. Any images (pictures, charts, maps etc.) which you use, unless you have created them yourself, should also be cited. Your Personal Project should be in your own words.

You show that you have **evaluated** the sources of information you are using in your process journal. Such as:

* Who is the author? What is their authority for producing the information?
* Do they have any bias or particular point of view?
* Is the information accurate? (You should always check this against other sources)
* Is the information up to date?
* For whom was the information produced?

You can also include in your evaluation information you have discounted because it was not useful, or was biased. An example of this might be that you chose not to use information from a website because it had been produced by a group who have a particular political bias and viewpoint.

The Library

Sept 2015

Includes ideas adapted from the International Baccalaureate Middle Years Programme *Personal Project Guide* May 2011

<http://occ.ibo.org/ibis/documents/myp/mgrp9/personal_project>

**Process Journal Checklist**

The checklist below is to give you an idea of the thoughts and reflections you should have included in your process journal.

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| **Your Process Journal.**  **Thoughts and reflections on:** | **Questions you might want to ask yourself:** | http://www.clipartbest.com/cliparts/yTo/gBg/yTogBgzLc.jpeg |
| http://images.clipartpanda.com/light-bulb-idea-icon-Educator-Effectiveness-Tag_Icon_2881x1401_bw.jpg  Your topic | * Why did you choose this topic? * Did you change your topic? Why? * Are you happy with what you chose? * Was your topic narrow or broad enough? |  |
| http://www.deepintheburbs.com/wp-content/uploads/2013/12/Question-Mark-240x300.jpg  Your research question | * How did you narrow down your topic to choose your research question? * Did you change your question (and why). * Was it suitably challenging? |  |
| http://www.in2teaching.org.uk/web/MultimediaFiles/peer-to-peer-planning-for-cpd-350x230.jpgPlanning | * Did you allow yourself enough time? * If you were in a group how did this affect your planning? * Did you set yourself deadlines and did you meet them? * Did you meet your mentor? What did you discuss and were your meetings helpful? * What would you do differently next time? |  |
| http://cs.ucsb.edu/~xiaohanzhao/Research%20Projects_files/Research.jpg  Research | * Where did you look for information? * Were your sources current, relevant, accurate and purposeful? * Did you find enough information or too much? * Did your information help you answer your question? |  |
| http://sarahwmackey.files.wordpress.com/2012/03/hires.jpg  Final Product | * Did you answer your research question? * Were you pleased with the quality of your final product? * What format did you use and why? |  |
| http://www.clker.com/cliparts/F/F/i/T/a/6/warning-triangle-hi.png  Obstacles | * Did you have any problems along the way? * What did you do to overcome them? * Did you seek help? |  |