

## EE Advising Schedule Class of 2020

Task/Assignment	Accomplished by:	Elapsed Time
*Read Extended Essay General Guidelines & Subject Specific Guidelines (In class and posted on Edsby)	March 11 Wednesday	2 weeks
*Students have a subject area/topic, research question posted on Managebac	March 27	1 week
*Advisors in place: Contact advisor via Edsby message and introduce self	April 5	1 week
*USF Library System Orientation / Research @ 9:00 am with Ms. Oliveros	April 8	1 day
*Mrs. Mitchell visits all TOK classes to support all Juniors and explain resources as well as how to elicit the best support from Supervisors. Answer questions and go over key points to help students. Listen to feedback from Juniors and highlight resources on myib.	April 9- April 16	6 days
*Discuss your <b>Preliminary Plan</b> with your Advisor * Complete Advisor/Topic Form/Research Question *Collect Research Materials *Begin Preliminary Research *Discuss Outline *Meet with Advisor to Discuss Your Research *Create a list of any primary and secondary source documents	April 22	1 week
*Submit Research Question, Introduction and Bibliography to Advisor (see criteria A, B and C in the subject guide) (Form A) *Meet with Advisor to discuss Progress	April 29	1 week
*Research and writing time – <b>Supported In class (T.O.K.)</b> *Create an Annotated Bibliography to Demonstrate the Feasibility of Your Topic (see handout from TOK class)	May 1	2 days
*Student meets with Advisor on to discuss progress *Outline due(hard copy) (Table of contents, introduction, research, conclusion, bibliography)	By May 13	3 weeks
*Students turn in Rough Draft(must include <b>final</b> outline and introduction but can be further along) to Advisor *Submit to Turnitin.com by way of Managebac	By May 24	
*Advisor has returned Rough Draft with suggestions/comments for reflection *(Comments are at the advisor's discretion according to the IB EE Guide and will be on Managebac or in person)	By June 3	1 week
*Submit <b>*Final EE "IB Ready" Uploaded to Managebac</b> *Hard copy in supervisor's hand or Mrs. Mitchell	August(early schedule pick up or first day of school)	Use summer
* <b>Viva Voce</b> , culminating interview. Use RPPF and space on managebac. Criterion E (At Advisor's discretion)	August 30- Sep 13	2 weeks
* <b>Final Predicted Grades</b> due to Mrs. Mitchell by Advisor. *No unapproved changes as advisors must be able to authenticate your work and verify that it is your work.	By September 27	2 weeks

### Things to Consider

- Have you **ordered materials** for your Science experiment? If your EE relates to science, this needs to be considered weeks in advance
- All students have the opportunity to avoid waiting until the deadline

### Things Going on in the 4<sup>th</sup> 9 weeks

- APUSH EOC/FSA (Florida Standards Assessment)
- English IA/Orals
- Group 4 Science Project
- May- AP Exams
- Utilize the time provided in TOK to support all students

- You will earn your IB Diploma so maximize this “take home” opportunity