**Extended Essay Proposed Timeline for 2016-2017**

January 2016:

* **January 25**: Junior Meeting (1st and 2nd block, lecture hall)
  + Juniors are introduced to the Extended Essay and the timeline.
* Each junior will begin selecting a subject area and meeting with a mentor.

February – March 2016:

* Juniors should continue exploring possible subject areas and a mentor.

April 2016:

* April 1: Deadline for student/mentor contract
  + Students should submit these forms to Mrs. Cauley. These are worth 25 points in English class.
* “Preview, Review, Pin” (date, time, place TBD)
  + Juniors, parents, and teachers will meet to review junior year accomplishments, and preview senior year assessments, including EE, CAS, and TOK.
* Juniors will continue meeting with their mentors, selecting a research topic, and planning the research process.

May 2016:

* May 31: All juniors will submit a summer plan for the extended essay. This will include goals, and plans for reaching these goals. Depending on the content area, progress will vary over the summer, but the key is to have a goal and outline in place that, when followed, will lay the foundation for a successful fall semester. Mentors and parents/guardians will be required to sign this goal sheet; 5 point deduction if signatures are not included.
* This plan will be worth 50 points in English class.

June – July 2016:

* Students will be following through with the research process outlined in May.

**August 2016**

* Biology – conduct research and take pictures.
* August 22 (Biology): Draft of all sections introduction through bibliography due. You are to include graphs and figures. You will write your abstract last (i.e. it is not due yet).
* **August 31**: Students will submit a 150-200 word abstract that includes the research question, accompanied by an outline of what the student intends to write. Outlines should reflect the complete paper. Mentors and parents/guardians will be required to sign this outline; 5 point deduction if signatures are not included.
  + This assignment will be worth 50 points in English class.

September 2016:

* Biology – meet with mentor and set section revision schedule by September 2.
* Students will continue working on their paper.

October 2016:

* **October 3**: Students will upload the first 1,000 words of their paper to turnitin.com. Additionally, students must submit their mentor meeting forms to Cauley; failure to do so will result in a 10 point deduction.
  + This assignment will be worth 100 points in English class.

November 2016:

* **November 7**: Students will upload the first 2,000 words of their paper to turnitin.com. Additionally, students must submit their mentor meeting forms to Cauley; failure to do so will result in a 10 point deduction. Meeting forms should be dated within the last month.
  + This assignment will be worth 100 points in English class.

December 2016:

* **December 12**: Students will upload the 3500+ word paper to turnitin.com. Additionally, students must submit their mentor meeting forms to Cauley; failure to do so will result in a 10 point deduction. Meeting forms should be dated within the last month.
  + This assignment will be worth 100 points in English class.

Christmas Break:

* Students are encouraged to meet with mentors, get final feedback, and make revisions. At this time all parts of the paper should be completed (title page, contents, abstract, bibliography, appendices, etc.)

January 2017:

* January 13: Deadline for submission of final revised papers to Turnitin.com (at mentor’s discretion, submission is subject to changes made). Students must turn in 3 print copies (single-sided) to mentors. NO MORE CHANGES.
* January 20: Deadline for viva voce with students.
* January 27: Mentors mark sheets and predicted grades, and completed cover sheets due to Mrs. Kearley