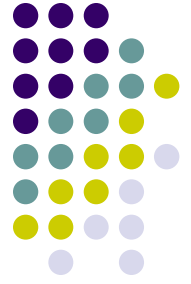


What is the “form” of your product?



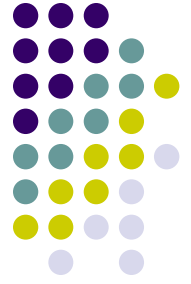
- Are you making a
 - Brochure
 - Webpage
 - Movie
 - Lesson Plan
 - Other???
- What if your product is not “tangible”?



Who is your audience?

- Who are you planning to send your product to?
 - Professionals in the field
 - Intended audience
 - School personnel
- Make a list of at least 10 people in the hope that 2 will give you feedback!

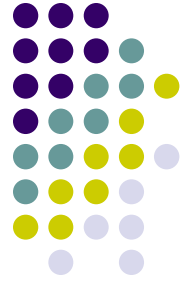
How are you getting the product to the audience?



- Can you mail it?
- Can you email it?
- What needs to accompany it?
 - A letter of explanation (in business letter format) that states...
 - What this course is
 - Who you are.
 - What you studied and your goals for this product (that's in the abstract you attached to your paper)
 - Instructions for returning the evaluation...

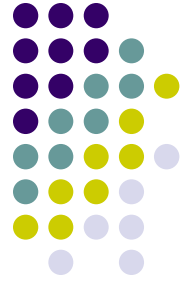
} These are in your business letter from 1st Quarter.

Instructions – What instructions?



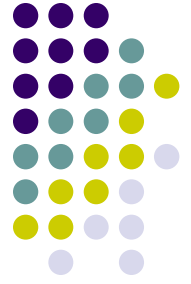
- Instructions for how they should provide feedback.
 - Include an evaluation form.
 - Include a means for returning that form...
 - Email
 - Self-addressed stamped envelope
 - Date that you need the feedback

Evaluation Form



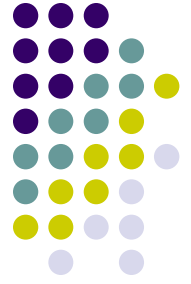
- Use rubrics we have used throughout the year as a guide.
- We've had rubrics for
 - The Research Proposal
 - Annotated Source List
 - Presentations
 - Outline
 - Paper
 - Abstract
 - Etc... all of these should be in your portfolio

Before you send anything...

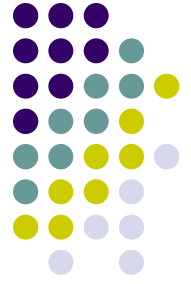


- Have me edit all of your work
 - Your final product
 - Your letter
 - Your evaluation
- Consider the following:
 - Do you need copies?
 - Do you need a room/space in the school building?
 - Give yourself enough time to get feedback and still meet the deadline for submitting everything to me!

What if I do need a room or copies?



- If you need to get on a meeting agenda, book a room, reserve equipment, etc., take care of this **TODAY**.
- The school system Print Shop can make multiple copies of final products at no cost to you. **Anything that needs to be published by the Print Shop must be delivered there (by me) at least a week before you need it for distribution.** Therefore, students making brochures, booklets, teaching packets, or any other similar documents, should plan accordingly.
 - These copies are only black and white! Color copies must be made by you.



Deadlines

- **Final Product as promised in the research plan and/or abstract AND Written Feedback from your advisor and the target audience**
 - Product – 200 points
 - Feedback – 100 points from mentor, 100 points from target audience
 - Due May 8th for seniors and May 22nd for everyone else
- You received a form for your advisor to fill out after s/he has examined your final product. You will need to **design your own evaluation tool** to distribute to your **targeted audience**, devise a **strategy for collecting** these feedback forms, and submit them to Dr. Kiehl, along with the advisor's form **no later than the dates listed.**