

General Outline Instructions for the IMS Eighth Grade Spring Forum Presentation

STUDENTS: You are to use this as a guide for doing your Spring Forum Presentation. You must have all the components below by **Thursday, May 17, 2007**, for your SSR teachers to check off. You are to work on these things in your SSR class, except of course, for the Parent Input. All of these items, including many of your examples, should go into a paper folder for neatness and organization.

REMEMBER: Planning is everything!

I. Introduction Letter

- Begins "Dear Community Members,"
- You will read this out loud to your Spring Forum audience
- Items to include: preview of items you will share, summary of middle school accomplishments, & thanks for coming.
- REMEMBER, your letter SETS the "TONE" of your forum
- Show finished letter (preferably typewritten) to your SSR teacher

II. Parent Input

- You need to have your parents write a letter about your academic progress, various accomplishments, and/or personal growth. Have a discussion with your parents about what Spring Forum is and then ask them to write this letter to you. You will share this input with your Shadow Day reviewers.

III. Portfolio Presentation of Science, Math, or LA/SS (Humanities) Achievements

- You will present three to four key items from your portfolio that are symbolic of your accomplishments here at IMS. Choose the items that you like best and for which you can fully explain what you learned.
- Take notes on each item saying what you plan to explain about it and why it's important. (See examples below.) Staple these together and show finished notes to your SSR teacher.
- Discuss major academic items such as a project, paper, or activity and follow this outline pattern:

I. (Name the item.)

Briefly take notes on what you are planning to say about that item via the following:

- A. What the item shows about what you learned
- B. The process of how you completed the assignment
- C. Why this assignment was or is important to your growth here at IMS.

II. (Name the second item.)

Briefly take notes on what you are planning to say about that item via the following:

- A. What the item shows about what you learned
- B. The process of how you completed the assignment
- C. Why this assignment was/is important to your growth at IMS.

IV. Discussion of a Favorite Project or Research Paper

- Your project can be from any class (LA.SS, math, science, chorus, orchestra, band, PE.)
- Explain not only what you learned in terms of the subject matter, but also what you learned about you the process of researching.

V. One or Two “Enlightening Experiences” – (Explain a moment when you finally got or understood something – an “Aha!” moment)

- For this, you will discuss one or two skills or concepts that you have mastered and the process you went through to master them. Think about it for a bit - what really "clicked" for you in middle school? What can you do now that you couldn't before? What have you learned that has really meant something to you?
- Share both the PRODUCT and the PROCESS with your reviewers.

EXAMPLE of Outline Set-up for this:

- A. First skill or concept you learned
 1. An example of the skill or concept (assignment, project, etc.)
 2. How you learned this skill or concept - the thought processes that went on as you learned it.
- B. Second skill or concept you learned
 1. An example of the skill or concept (assignment, project, etc.)
 2. How you learned this skill or concept - the thought processes that went on as you learned it.

V. Closure

- *You should not just say, “Well that’s it...”*
- Rather, you should briefly sum up the accomplishments you shared, ask for questions, and give a final statement about your middle school learning experience.

VI. Other info:

- If you need anything special, such as a piano or any other equipment, let your SSR teacher know immediately.