

Personal Project Process Journal

In accordance with the goals and objectives of the Personal Project, students should be maintaining a **PROCESS JOURNAL** that averages at least one entry per week. As they get more involved in the process, that number should increase. The process journal is a link between the product that is being created and the final write-up that is evaluated. It provides an account of the process that can be effectively referenced during the I-Search phase of the assignment. It is the write-up that is finally evaluated by the grading team and IBO.

Initial Entry

The first Journal entry should include a reference to each of the following parts (A-D) in order to establish a base of understanding.

- A. Project Focus – why are you doing it and what need or aspiration is it fulfilling.
- B. Area of Interaction – what is the connection between your AOI and the project. Be explicit.
- C. Resources – what do you need to complete the process? Includes bibliography.
- D. Process – how are you going to complete the process? Why did you select this method?

Subsequent entries should focus on the amount or lack of progress in any of the above four parts.

Communications Log

Each student should create and maintain (in their journal) a communications log. It should record all instances of contact or communication with mentors AND/OR anyone else who is helpful with the completion of the project. Information should include at a minimum the name of the person, the date of the meeting or contact, and the topic discussed. (A good journal would also include a reflection on that meeting and how it helped to move the process forward for example.)