

## Criteria for Evaluating Your ISP

**There are four major aspects of your ISP evaluation:**

The Presentation

The Daily Journal

The Summary Statement

The Site Sponsor Evaluation

Your ISP will be evaluated based on your presentation, your summary statement, your daily journal, and your site sponsor evaluation with the majority of the weight on your presentation and then your site sponsor evaluation. The journal, the summary statement and the presentation should clearly show what you learned and how well you can organize your information.

Your summary statement is due upon your return to St. Margaret's after spring vacation. This should be typed. You may wish to keep a copy of it to help you prepare for the presentation.

Your presentation is expected to be a formal public presentation. This presentation is a public speaking requirement for graduation from SMS. Therefore, you need to approach it in a serious manner. You should *dress professionally* (you will be excused from wearing your uniform on the day of your presentation). You should have note cards to organize your presentation, and you should have rehearsed it several times, at least once with your ISP faculty sponsor. Your presentation evaluation will include all of the components covered in the SMS Public Speaking Guide.

Your journal is due at the time of your presentation.

**The Site Sponsor Evaluation must be sent directly to the ISP Coordinator.**

Two teachers, a peer selected by you and the ISP Coordinator will be involved in the evaluation of your presentation, journal and summary statement. They will be using the rubric enclosed in this ISP manual.

In general we will evaluate:

1. Clarity of purpose and evidence of meeting your goals.
2. Ability to present what you actually did during your ISP.
3. Organization of material in a meaningful and concise manner.
4. Public speaking skills in your presentation.
5. Quality of writing in the summary.
6. Evaluation from the Site Sponsor.
7. Consistency, reflection and detail of journal entries (unless you actually keep your journal on a laptop, your entries probably will not be typed work. Most students write daily in a notebook.).

### **Grading:**

Grading will be on an Honors, Pass and Fail basis. Selection of Honors ISP will be announced at Commencement. Your grade will appear on your final transcript.