**Senior Seminar** 

Mrs. Cravens

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**Class Description:** In this class we will not only be working on Senior Projects, we will also be working on college and scholarship applications, surveys, ECAP, etc.

**Materials:** You need a three ring binder to use as your portfolio for your senior project and keep any handouts you receive from this class. You also need a pen or pencil - any color is fine EXCEPT red. You MUST have a planner.

**Website/Canvas:** My website has scholarship and other information for you[**www.mrscravens.weebly.com**](http://www.mrscravens.weebly.com)I will be using the Canvas online system this year to post various items for this class. Instruction on how to access it will be given out during class.

**Parent/Student Vue in Synergy:** Please check Synergy on a regular basis. All grades will be updated by Friday no later 3pm. If you are trying to reach me, please email me at*:* [ccravens@aaechighschools.com](mailto:ccravens@aaechighschools.com)

**Expectations:** I expect you to come to class prepared, listen when others are speaking, keep up with the reading, respect yourself and others, put forth your best effort, and ask for help when you need it. You can expect me to be prepared, respect you, be fair, listen to you, and help you when you need it.

**Class Rules:**

Follow directions.

Be respectful.

Be responsible.

Be kind.

No iPods, phones, or other electronic devices unless otherwise directed—follow school cell phone policy.

**Senior Project:** Senior Project is a yearlong project. There is a research paper, project component, and a presentation. For more details please see the Senior Project Handbook.

**Education and Career Action Plan (ECAP):** ECAP is a graduation requirement. We will spend at least one day per week in the computer lab to work on ECAP. All ECAP requirements must be completed by February 23rd.

**Service Hours:** You are required to have 30 service hours for each year you have attended AAEC. We will have at least 2 class service projects each semester. The hours you spend on these projects can go towards your required service hours. You will be responsible for keeping track of these hours and asking me to sign off on them.

**Warm-ups:** Each day there will be a warm-up question on the board. You will be expected to write the date, the question, and answer. Answers should be **1-2 paragraphs** in length. If you are absent, it is *your responsibility* to find out what the warm-up was and complete it. I will collect warm-ups at the end of each month. Warm-ups are worth 30 points.

**Cheating/Plagiarism:**  If you cheat or plagiarize you will be given a ZERO on the test/assignment, given an office referral, and your parents will be notified. This includes copying someone else’s homework, as well as giving someone your homework to copy or giving someone the answers. You will not be allowed to make up assignments/tests if you are caught cheating.

**Makeup Work:** If you are absent, it is YOUR responsibility to find out what you missed. If you missed notes, it is your responsibility to copy them from a classmate. I will not print copies of notes. If it is an extended absence, I will work with you to create a schedule for turning in makeup work. You will have the same number of days that you were absent to turn in work that you missed.

**Grades:** My grades are based on total points. To figure out your grade simply divide your actual points by the total possible points.

**No Name Papers:** You are expected to put your name on all papers that you turn in. If I find a paper with no name I will hang it on the board. If you find one of your papers there, please take it down, put your name on it, and turn it in again to receive full credit. Once the board is full, I will take down all papers and throw them away. It is YOUR responsibility to check the board for your papers.

**Respect for the Classroom:**  This classroom has to be used by over 100 students per day. Please be respectful and pick up after yourselves. If you have trash, put it in the trash can. If you use a book, put it neatly back on the shelf. If you use other materials, put them back where they belong.

**Final Exam:** While we will not have a traditional final exam, you are required to be in class for the entire scheduled exam time.

*The instructor reserves the right to alter the syllabus as needed.*