



## **Extended Essay deadlines** *(May 2017 cohort)*

### **DP1**

<b>Workshop</b> <ul style="list-style-type: none"><li>• Introduction to the extended essay</li></ul>	<b>October 19<sup>th</sup> 2015</b>
<b>Assignment:</b> Topics of interest form (due November 6 <sup>th</sup> )	
<b>Topics of interest form due</b> <ul style="list-style-type: none"><li>• Rationale for two or three possible areas of study in different subject matters</li><li>• Hand in one copy of the form to the EE coordinator</li></ul>	<b>November 6<sup>th</sup> 2015</b>
<b>Staff meeting</b> <ul style="list-style-type: none"><li>• Confirm supervisors for all students</li></ul>	<b>Mid-November 2015</b>
<b>Workshop</b> <ul style="list-style-type: none"><li>• Grading scale and assessment criteria</li><li>• Writing an effective research question</li></ul>	<b>Late November 2015</b>
<b>Assignment:</b> Rough draft of the research question (due December 14 <sup>th</sup> 2015)	
<b>Supervisor conference #1</b> <ul style="list-style-type: none"><li>• Discuss possible research questions</li></ul>	<b>Late November 2015</b>
<b>Workshop</b> <ul style="list-style-type: none"><li>• Selecting appropriate sources</li><li>• Organizing your research</li><li>• Academic honesty</li></ul>	<b>Beginning of December 2015</b>
<b>Rough draft of the research question due</b> <ul style="list-style-type: none"><li>• Hand in two copies of the form (one to your supervisor and one to the EE coordinator)</li></ul>	<b>December 14<sup>th</sup> 2015</b>

**Supervisor conference #2**

- Students present their research question
- Discussion of preliminary reading log and researching tips

**Before December 18<sup>th</sup> 2015**  
(15-20 minutes)**Assignment:** Final version of the research question (due January 15<sup>th</sup>) + Begin research**Final version of the research question due**

- Hand in two copies of the form (one to your supervisor and one to the EE coordinator)

**January 15<sup>th</sup> 2016****Supervisor conference #3**

- Discuss background reading
- Discuss research techniques
- Set researching goals for the spring

**Before February 5<sup>th</sup> 2016**  
(15-20 minutes)**Assignment:** Build annotated bibliography + outline (due March 11<sup>th</sup>)**Science EEs**

- Deadline to propose scientific procedure to science teachers

**February 29<sup>th</sup> 2016****Outline + annotated bibliography due**

- Hand in two copies of the outline and annotated bibliography (one to your supervisor and one to the EE coordinator)

**March 11<sup>th</sup> 2016****Supervisor conference #4**

- Go over working outline and annotated bibliography
- Bring relevant questions and concerns to the conference
- Discuss current research/background reading to this point

**Before March 21<sup>st</sup> 2016**  
(15-20 minutes)**Assignment:** Continue annotated bibliography, Preliminary draft (1500 words) → due May 20<sup>th</sup> 2016**Science EEs**

- Conduct science procedures/experiments

**April/ beginning of May 2016**

**Preliminary draft due****May 20<sup>th</sup> 2016**

- 1500 words minimum
- Hand in two copies (one to your supervisor and one to the EE coordinator)

**Supervisor conference #5****Before June 10<sup>th</sup> 2016**

- Discuss the preliminary draft and plan summer research and writing

**Assignment:** Full draft of the EE (due September 16<sup>th</sup> 2016)**DP2****First draft due** (3500-4000 words)**September 16<sup>th</sup> 2016**

- Students hand in two copies to the EE coordinator
- Drafts should include all required sections.
- Supervisors read drafts and use the subject-specific rubric to score them. (comments should be on the rubric sheet or in the margins of the essay → do not edit the essay!)
- Supervisors give a copy of the rubric + comments to EE coordinator (before September 30th)

**Student/Supervisor conference****Before October 7<sup>th</sup> 2016**  
(30 minutes)

- Supervisor provides general comments to student's draft
- Supervisor provides rubric to students and discusses each section
- Supervisor keeps marked copy of draft (students need to take notes during meeting)

**Assignment:** final version of the extended essay due November 28<sup>th</sup> 2016 (min. 3500 - max. 4000 words)

## **Workshops**

- Writing an abstract
- Formal presentation
- Peer assessment of abstracts

**October 2016**

## **Student/Supervisor conference**

- Discuss progress
- The supervisor can look at small sections of the essay, but is not allowed to read through it again.

**At least one in October and one in November**

## **Final version of the EE due**

- Min. 3500 - max. 4000 words
- Students hand in three copies to the EE coordinator (only two if the EE coordinator is also your supervisor)
- Students send an electronic version to their supervisor, the EE coordinator and the DP coordinator
- **Essays cannot be revised after this date!**

**November 28<sup>th</sup> 2016**

## **Viva voce**

- Interview about the EE writing and research process.
- Supervisors send a short summary of the interview to EE coordinator. (A list of suggested topics for discussion will be given in advance.)

**Before December 9<sup>th</sup> 2016**  
(15-20 minutes)

## **Supervisors submit EEs to EE coordinator**

- Include signed cover sheet, comments and predicted grades

**Before December 16<sup>th</sup> 2016**