**Elementary School Project Report Format**

* *You must complete a* ***TYPE WRITTEN REPORT*** *containing all required information.*
* *A sample Report has been given to help you understand requirements for this project.*
* *We are representing Learning CTR Online and teaching young children. It is important that we do a quality job in preparing and “teaching” the young ones (use enthusiasm!).*
* *The elementary school children will love you and this is a lot of fun!*

**1. Your Name** 🡪 listed first and then all the members in your Group listed below

2. **Date** of Presentation 🡪 May 2024 (TBD) listed at the top right of the page.

3. **Project Title** 🡪 centered on top of the page below your name and the date.

4. **Grade Level targeted** 🡪 centered below the Project Title.

5. **Purpose** of the topic 🡪 What should students achieve or learn from this project?

6. **Materials** 🡪 list all materials needed by the “teacher” and students to perform this project

1. **Procedures** 🡪 List everything you will do in your presentation from start to finish including:
* ***Background*** (Present at least one poster, picture, film clip, activity or “hook” to “motivate” students and capture their interest for the lesson*.*)
* You must include a word search, crossword puzzle or word scramble word game as part of your background or conclusion section. We will build these in class and make copies for your students.
* ***Vocabulary***
* **Meaning** 🡪 Give the definition of one vocabulary word using a poster. You may include a picture or other “hook” to interest the students.
* **Usage** 🡪 Use at least ONE vocabulary word in a sentence on a poster for the kids to read along with you. The poster may include a picture, sketch, chart or other “hook” to interest the students.
* **Application** 🡪 Have students use the vocabulary word in a practical setting other than what you already presented to them. This will show you if they understood your presentation of that word.

8. **Discussion** 🡪 Show the understanding of scientific concepts (theory) used in this project.

9. **Calculations and Data** 🡪 charts, graphs, questions asked about theory or discussion, etc., THE PROJECT CENTRAL THEME OR ACTIVITY (e.g. puppet show, game, debate, song, movie, “Show & Tell”)

10. **Conclusions and questions** 🡪 concluding questions and statements that students should have grasped after being involved in the project.

11. **Bibliography** 🡪 List a complete bibliography or fill out a **Library Research Sheet** for all references used. You must use at least FIVE sources and THREE must be from sources OTHER THAN the internet.

Grading Rubric for Elementary School Project

50 points TOTAL

10 points Utilization of class time prior to presentation

10 points Type-written Report with proper format (page 1)

5 points Background

10 points Vocabulary

* Meaning
* Usage
* Application

10 points Project Main idea (game, activity, debate, puppet show, etc.)

5 points Bibliography or Library Research sheet