



STEPS to CAPSTONE SUCCESS

Plan It! Prepare It! Present It!

STEP 1: PLAN IT! (Create a Proposal)

Select a track option and complete the Capstone Proposal in detail. Your Proposal need to be reviewed and approved by your Capstone advisor before any work may begin on the next step.

Please Note: This step should have been completed in Career Life Education during your Grade 11 year. If you have **not** completed your Proposal, please see your Capstone Advisor immediately.

STEP 2: PREPARE IT! (Check In + Reflection)

This component of the Capstone is where the FUN BEGINS. Through the Capstone process, you will transition from the world of subject-centric learning to real-life relevance and application. Now you get to apply everything you have learned over the past 12 years, and challenge yourself to learn and apply new skills and/or knowledge.

You will need to conduct research and maintain a collection of evidence for use later in the Capstone. You are encouraged to choose work that you believe best represents your experience.

To ensure you complete all the requirements, please carefully review the evaluation rubric for the Check In and Reflection.

STEP 3: PRESENT IT! (Presentation)

For the next step in the process, please schedule an appointment with your Advisory teacher to deliver an 8-10 minute presentation. Please be sure to read the presentation guidelines and evaluation information on the website for more details.

STEP 4: 30 HOURS of WORK/VOLUNTEER EXPERIENCE

For the final step, complete your 30 hours of work/volunteer experience and submit your [confirmation evaluation form](#) to your Capstone Advisor.

