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|  | BRIGHTON GIRLS G.D.S.T.2020THE TEMPLE PROJECT QUALIFICATION: SILVER AWARD |  |
| PROPOSAL FORM |
| NAME |  | Current FORM |  | HOUSE |  |
| PROPOSED PROJECT – please tick appropriate box |
| Artefact + 500 word evaluation |  | Multimedia presentation + 500 word evaluation |  | Formal written project 2000 words |  |
| DETAILS / TITLE– remember that setting yourself a problem or question is recommended! |
|  |
| NAME OF NOMINATED SUPERVISOR | SIGNATURE OF SUPERVISOR – once proposal approved | SIGNATURE OF PARENT |
|  |  |  |
| YOUR FINAL TPQ PROJECT WILL BE ASSESSED ON: |
| Your artefact/presentation/written project | which will demonstrate that you have achieved your objective. If your project is an artefact or a presentation you will also need to submit a 500 word evaluation. Find help with planning and ideas in the TPQ handbook on Firefly. |
| Your production log | which will show step by step how you went about your project, what problems you encountered and how you solved them. There are examples of good production logs on the TPQ Firefly site. You need to complete c.15 hours of work for TPQ and record how you have spent this time. |
| Your bibliography | which will list the resources you used. This might include books, magazines, websites, museum visits, interviews. |
| Your end of project review | which will be written after your final meeting with your teacher-supervisor. |
| DEADLINES |
| * You should start your TPQ in the summer term and aim to do most of the 10 hours over the summer holidays.
* The final deadline is the 13th November 2020. **The assessment process will start that week so this is an absolute deadline.**
* The Celebration Show is on Tuesday 1st December at 5 o’clock.
* The parents of the winner of ‘Best In School’ will be invited to the school’s Celebration Assembly in December to watch them collect their award.
* REMEMBER: it is your responsibility to ask a teacher to be your supervisor; to arrange all meetings with them; to use the information provided on Firefly to be sure you are following all stages of the TPQ. There is a list of teachers who have kindly agreed to be supervisors on the TPQ site of the portal. Remember each teacher will have a maximum number of students they can supervise.
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| TPQ CHECKLIST |
| Use the following checklist to ensure that you complete all the necessary steps of your TPQ. Everything you do should be recorded in your production log. Your production log should show that you have spent at least 15 hours on your Silver Award TPQ. Find more guidance in the TPQ handbook. |
|  | ACHIEVED | DATE | SUPERVISOR INITIALS |
| Have you registered your interest in TPQ by completing the survey on the TPQ Firefly page? |  |  |  |
| Have you found the TPQ handbook on Firefly and started your production log? |  |  |  |
| Have you had your first planning meeting with your supervisor? This should take place in June. |  |  |  |
| Have you completed the proposal form on the front of this booklet and collected your two signatures? |  |  |  |
| Have you had your planning review meeting with your supervisor? This should happen before the summer holiday. |  |  |  |
| Have you had your mid project review with your supervisor? This should happen at the start of the autumn term. |  |  |  |
| Have you completed a bibliography which lists all the resources you’ve used? |  |  |  |
| Have you had your final meeting with your supervisor? If your project is a presentation then this is when you should book a time to deliver it. This must happen by the end of September. |  |  |  |
| Have you completed your post project review? This should be done on page 3 of this booklet. |  |  |  |
| Have you completed your production log? |  |  |  |
| Are you ready to submit all parts of your completed project?* This booklet – including the details at the top of the assessment sheet on the back page
* Your production log
* Your bibliography
* Your finished project – either a 2000 word essay or a presentation/artefact plus 500 word evaluation
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| NEED HELP WITH YOUR PRODUCTION LOG?*There’s more help on the TPQ site on Firefly.* |
| At the very least you should make the following entries on your production log: |
| 1 | Proposal accepted and first ideas | Summer term |
| 2 | Resources needed and what help you will need |
| 3 | First steps |
| 4  | Planning review meeting between you and your supervisor |
| 5 | Second stage ideas |
| 6 | Problems overcome/solutions |
| 7 | Progress report |
| 8 | Mid-project review meeting between you and your supervisor | Start of Autumn Term |
| 9 | Progress report |
| 10 | End of project review meeting with supervisor | Completed for final deadline |
| 11 | Personal summary and end of project review (page 3of this booklet) |
|  | BRIGHTON GIRLS G.D.S.T.THE TEMPLE PROJECT QUALIFICATION: SILVER AWARD 2020 |  |
| POST-PROJECT REVIEW |
| NAME |  | FORM 2020-21 |  | HOUSE |  |
| This is an important part of your project because it will show what you have learned during the process and how you have dealt with the problems you came across. We are not expecting you to write more than a few lines.  |
| 1. How pleased are you with your finished project?
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|  |
| 1. What problems did you encounter and how did you solve them?
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|  |
| 1. What lessons have you learnt from this project that you can apply to future projects?
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|  |
| CANDIDATE SIGNATURE |  |
|  | BRIGHTON GIRLS G.D.S.T.THE TEMPLE PROJECT QUALIFICATION 2020  |  |
| ASSESSMENT FORM |
| NAME |  | FORM 2020-21 |  | HOUSE |  |
| PROJECT – please tick appropriate boxes |
| Bronze |  | Silver |  | Gold |  | Platinum |  |
| Artefact + evaluation |  | Multimedia presentation + evaluation |  | Formal written project |  |
| DETAILS / TITLE |
|  |

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| **Assessment Criteria** | Assessor’s comments |
| **1 Manage** | Does the **production log** show how the candidate has used a range of skills, strategies and methods to complete the project?  |  |
| **2 Use Resources** | Does the **bibliography** show how the candidate has used a range of resources – for example: books, magazines, websites, museum visits, interviews – to research the project?  |  |
| **3 Develop and Realise** | Does the **production log** show what problems the candidate encountered when completing the project and how these were overcome?  |  |
| **4 Review of project** | Does the **end of project review** show that the candidate has considered the good and bad points about the way in which the final piece was produced? |  |
| **5 Final Comment** |  |
| **Assessor Signature** |  |