

Kathryn Hxxxxxx's plan (first version)

	Date	Tasks	Class time	Homework	Comments & Changes
1	29 Nov	Start: Plan	Study SPB	Write task list	
2	2 Dec		Produce plan	Produce plan	
3	6 Dec	Finish: initial Plan Start: Research	Agree plan with teacher Start research	Continue research	
4	9 Dec	Start: ePortfolio	Create structure chart & set up folders for ePortfolio Use internet for research	Continue research	
5	13 Dec	Start: Survey	Form Group Draft questionnaire	Work on questionnaire	
6	16 Dec		Refine questionnaire Identify questionnaire target group	Design spreadsheet Approach people in target group	
		CHRISTMAS HOLIDAY			
7	10 Jan		Set-up spreadsheet Test questionnaire - spreadsheet	Remind target group re questionnaire	
8	13 Jan	Finish: Research	Print questionnaire Put Questionnaire evidence into ePortfolio Update Plan & Journal	Hand out questionnaire forms to be filled in; Draft leaflet	
		Milestone 1/4			
9		Start: Leaflet	Draft leaflet Look for images	Collect questionnaire forms	
10	20 Jan		Produce leaflet	Chase outstanding questionnaire forms Test leaflet	
11	24 Jan		Make changes after		

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			feedback		
12	27 Jan	Finish: Leaflet Start: Report	Put Leaflet evidence into ePortfolio Update Plan & Journal	Evaluate: Leaflet	
13	31 Jan				
14	3 Feb				
15	7 Feb				
16	10 Feb				
		Half-Term			
17	21 Feb	Finish: Report	Put Report evidence into ePortfolio	Evaluate: Report	
		Milestone 2/4			
18	24 Feb				
19	28 Feb	Start: Letter			
20	3 Mar	Finish: Letter	Put Letter evidence into ePortfolio	Evaluate: Letter	
21	7 Mar	Start: Database			
22	10 Mar				
23	14 Mar				
24	17 Mar	Finish: Database	Put Database evidence into ePortfolio	Evaluate: Database	
25	21 Mar	Start: Web pages	Update Plan & Journal		
		Milestone 3/4			
		EASTER Holidays			
26	11 Apr				

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27	14 Apr	Finish: Web pages Start: Presentation	Put Web pages evidence into ePortfolio	Evaluate: Web pages	
28	18 Apr				
29	21 Apr				
30	25 Apr	Finish: Presentation	Update Plan & Journal	Evaluate: Presentation	
		Milestone 4/4			
	2 May	Bank Holiday			
31	5 May	Start: Project Review	Put Presentation evidence into ePortfolio	Collect feedback Review own performance	
32	9 May		Work on ePortfolio		
33	12 May				
34	16 May	Finish: Plan	Test ePortfolio Update Plan & Journal		
35	19 May	Finish: Project Review (expect for ePortfolio)	Collect feedback on ePortfolio		
36	23 May		Review ePortfolio		
37	26 May	Finish: ePortfolio			
		Half Term			