

Information for You and your Mentor

Mentors are optional for the Senior Project. Each student should select a mentor who has experience in the project area and can provide guidance in completing the project. The mentor cannot be a family member, your shop teacher, a fellow student, or recent Cape Cod Tech graduate (3 years or less), as they will be evaluating the progress of your work.

Mentors should:

- Be a resource. You are expected to do your own work. Mentors can help/offer advice when needed.
- Keep in mind that the student's Product should demonstrate mastery of the technical skills they have acquired in their trade/industry area.
- Provide guidance on the shape or form of the project. The Project Proposal Review Committee will determine whether or not a project is too broad or narrow, but the mentor will help determine the form the project takes and what you may need to learn in order to accomplish the goals of the project.
- Provide emotional support. You may experience roadblocks and setbacks. The mentor can lend support by helping you to brainstorm alternative plans.
- Be able to attest to what they have seen. They will be asked to complete three evaluations of your work. They should be prepared to submit a final evaluation on the completed project to your shop instructor, who will use this information from the mentor in the final assessment of the completed project.
- Evaluations may be given to the student, faxed (508) 432-1343, or mailed to the school:
Cape Cod Regional Technical High School
351 Pleasant Lake Avenue
Harwich, MA 02645
c/o Nancy Knight
- Mentors are welcome to review the entire Senior Project Handbook of information by visiting www.capetech.us or by requesting a copy from the Senior Project Coordinator.

Important: You must have the completed and signed Mentor Agreement entered into your portfolio by the first evaluation and the CORI form completed and returned to the Principal's Secretary by the same date.

In choosing your mentor, consider the following questions:

- Will the mentor have the time to meet with you at least 3 times?
- Will the mentor be able to verify the hours you spend on the project?
- Does the mentor have information you might use for your project?
- Will the mentor give you support and encouragement?
- Remember, the mentor is providing valuable time and expertise to you. This relationship is strictly voluntary. The mentor may find it necessary to terminate the relationship should you not fulfill your role in this agreement. Any problems or questions relating to the mentor's responsibilities should be referred to the Senior Project Coordinator.

You and your mentor should schedule your evaluation meetings prior to evaluation due dates. Evaluations must be in the student's portfolio and available for shop instructor review at the seminar matching the due date.

Cape Cod Tech thanks you for your support of its seniors. With your help they will accomplish learning that will endure a lifetime!

Warm Regards,
Nancy Knight, Senior Project Coordinator
(508) 432-4500 x342
n.knight@capetech.us

Mentor Agreement

~ Optional Portfolio Item ~

I hereby agree to be a mentor for _____

(student's name)

- I realize that my position is primarily one of advising and giving technical assistance when needed and appropriate.
- I understand that it is not my responsibility to "do" the project or to continually monitor the student to see that the project is completed.
- I understand that it is my responsibility to meet with and evaluate my student's product at least three times during the product phase prior to each due date.
- My efforts will be supported by the Shop Instructor, who will contact me after the first evaluation and by the Senior Project Coordinator after the second evaluation.
- In case of questions or concerns, I know that I can contact them at any time during the process.

Please provide the information requested and circle the best way/time to reach you.

Mentor's Name: _____

Address: _____

Town: _____ State: _____ Zip: _____

Home phone: _____

Cell phone: _____

Business phone: _____

e-mail: _____

Best time to reach you is: _____

Each evaluation is due back to school in time for the following seminar dates:

Mentor Evaluation 1 Due date

Mentor Evaluation 2 Due date

Final Mentor Evaluation Due date

Mentor Signature: _____ Date: _____

"The Greatest Good you can do for another is not just to share your riches, but to reveal to him his own."

~ Benjamin Disraeli

Head Judge Master Tally Sheet

Name of Head Judge: _____ Room: _____

Judge 1: _____ Judge 3: _____

Judge 2: _____ Judge 4: _____

Name of First Student: _____ Comments: _____

Project Title: _____

Shop: _____ Judge 1 Judge 2 Judge 3 Judge 4

Portfolio: _____ / 7 _____ / 7 _____ / 7 _____ / 7

Content: _____ / 16 _____ / 16 _____ / 16 _____ / 16

Presentation: _____ / 32 _____ / 32 _____ / 32 _____ / 32

Learning Stretch: _____ / 8 _____ / 8 _____ / 8 _____ / 8

Q & A Period: _____ / 12 _____ / 12 _____ / 12 _____ / 12

Total Scores: _____ / 75 _____ / 75 _____ / 75 _____ / 75 First Student's Average Score: _____ / 75

Name of Second Student: _____ Comments: _____

Project Title: _____

Shop: _____ Judge 1 Judge 2 Judge 3 Judge 4

Portfolio: _____ / 7 _____ / 7 _____ / 7 _____ / 7

Content: _____ / 16 _____ / 16 _____ / 16 _____ / 16

Presentation: _____ / 32 _____ / 32 _____ / 32 _____ / 32

Learning Stretch: _____ / 8 _____ / 8 _____ / 8 _____ / 8

Q & A Period: _____ / 12 _____ / 12 _____ / 12 _____ / 12

Total Scores: _____ / 75 _____ / 75 _____ / 75 _____ / 75 Second Student's Average Score: _____ / 75

Name of Third Student: _____ Comments: _____

Project Title: _____

Shop: _____ Judge 1 Judge 2 Judge 3 Judge 4

Portfolio: _____ / 7 _____ / 7 _____ / 7 _____ / 7

Content: _____ / 16 _____ / 16 _____ / 16 _____ / 16

Presentation: _____ / 32 _____ / 32 _____ / 32 _____ / 32

Learning Stretch: _____ / 8 _____ / 8 _____ / 8 _____ / 8

Q & A Period: _____ / 12 _____ / 12 _____ / 12 _____ / 12

Total Scores: _____ / 75 _____ / 75 _____ / 75 _____ / 75 Third Student's Average Score: _____ / 75

Name of Forth Student: _____ Comments: _____

Project Title: _____

Shop: _____ Judge 1 Judge 2 Judge 3 Judge 4

Portfolio: _____ / 7 _____ / 7 _____ / 7 _____ / 7

Content: _____ / 16 _____ / 16 _____ / 16 _____ / 16

Presentation: _____ / 32 _____ / 32 _____ / 32 _____ / 32

Learning Stretch: _____ / 8 _____ / 8 _____ / 8 _____ / 8

Q & A Period: _____ / 12 _____ / 12 _____ / 12 _____ / 12

Total Scores: _____ / 75 _____ / 75 _____ / 75 _____ / 75 Forth Student's Average Score: _____ / 75

Portfolio Cover Sheet

**Please describe which of your approved proposals you plan to develop for your Senior Project.
You may only do an approved topic. No changes can be made to this proposal
unless approved by your Shop Instructor, English Teacher and Senior Project Coordinator.**

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Student Name: _____ Shop: _____

Topic Title: _____
.....

Trimester 1 ~ Product Shop Instructor: _____
Product Plan from approved Junior Packet:

Trimester 2 ~ Research Paper English Instructor: _____
Focus of Research Paper from approved Junior Packet:

Trimester 3 ~ Presentation Social Studies Instructor: _____
Presentation Plans: (Do you plan to bring in your product or will you show pictorial documentation? In either case, how will you accomplish this?)

This form must be the front cover of your portfolio. A neat and professional appearance is required!