

TIMELINE: EVENTS AND DEADLINES		
DATE	TASK	FURTHER DETAILS
June 23 – September 9, 2022	Research/Writing	Independent in-depth research, experimentation, notes, writing
September 6-16, 2022	Formal Check-In 4	Consult with supervisor in preparation for panel interview re: EE progress
Sept. 19-29, 2022	Panel Interview	Meet with panel of teachers to present EE work so far, discuss summer progress
Oct. 14, 2022	EE Workshop 3	Editing, Revision, Presentation
Sept. 23-Oct. 17, 2022	Research/Writing	Write the draft essay and finalize any research.
October 17, 2022	Submit completed First Draft	EE will be submitted to EE Supervisor to read and advise of any revisions to be made.
October 31-Nov. 10 2022	Second Reflection Meeting (20-30 mins)	Meet with supervisor to discuss draft/revisions to be made/advice for improvement. Complete the comments for the Interim Reflection Session on the RPPF at the end of this meeting and send to supervisor to initial.
Nov. 10-Dec. 19, 2022	Revising/Proofreading	Final modifications to the essay. Citations accurate and consistent. The essay must be properly formatted with a title page, contents page, numbered pages and chapter headings. PROOFREAD!
Dec. 5-9, 2022	Formal Check-In 5	EE progress check with supervisor - discuss progress, address any questions that have arisen.
December 19, 2022	SUBMIT FINAL DRAFT	It's done! NO FURTHER CHANGES TO YOUR ESSAY ARE PERMITTED
Dec. 23, 2022-Jan. 4, 2023	CHRISTMAS BREAK	HOMEWORK FREE BREAK - REST
Jan. 9 – Feb. 3, 2023	Viva voce/Final Reflection (20-30 mins with Supervisor)	Complete the comments for the final reflection session on the RPPF at the end of this meeting and send to supervisor. Supervisors complete their RPPF comments.
February 20, 2023	Digital copy of EE and RPPF submitted to IB Coordinator	All EEs and RPPFs uploaded to IBIS system to be sent to examiners and graded.