

CLC/Capstone 12 Course Calendar 2022 - 2023 – (Updated Sept. 16, 2022)

Use this Calendar to help you pace yourself in completing the **two online** courses which run at the same time. The two courses are both found on **two separate Google Classrooms** where you will **submit all assignments** and maintain a **Capstone Portfolio** on Google Drive (that you share with your teacher).

- CLC 12 2022-2023 (Semester 1) Class Code: **2texbwv** Appears on the calendar below as [CLC] in black
- Capstone 12 2022-2023 Class Code: **ykc6dh6** Appears on the calendar below as [CAP] in blue.

The calendar is designed to help you be successful in completing **CLC before the Winter Break (December 16)** and the **Capstone Project by March 31st**. There will be a Capstone Interview in the first week of April where you will present your project to a community member. **Please do your best to follow this schedule and meet all deadlines!** You are also encouraged to work ahead of schedule and complete the course work and Capstone Project early if you choose to do so.

SUBMITTING ASSIGNMENTS: To submit an assignment on Google Classroom you should click on the Google Document and **SAVE A COPY**. Once you have saved a copy of the assignment you are able to write on the Google Doc. Once you have finished the assignment you must press the button that says: **“TURN IN”**.

CLC Assistance: Ms. Hansen will be available every Monday & Thursday during blocks C & D, as well as Flex on Tuesday & Friday's in room #1424 for assistance, tutorials or questions regarding CLC. Drop by or email to set up an appointment! phansen@deltalearns.ca

Week	Dates	Assignments /Tasks	Due Dates This Week
1	September 26 – September 30th (Unit 1)	<ul style="list-style-type: none"> ▪ [CLC] Open “Unit 1 – Self Awareness and Development” and review all tasks. ▪ [CLC] Begin “1a. Who Am I Activity Worksheet” - Due Thurs., Sept 29 (Complete surveys, answer reflection). Use optional “1a. Extra Resources & Activities” to supplement. 	Due Thurs., Sept 29

2	October 3 – 7 (Unit 1)	<ul style="list-style-type: none"> ▪ [CLC] Complete “1a. Who Am I Activity Worksheet” - Due Tues., Oct 4” ▪ [CLC] Complete “1b. Wellness – Due Thurs., Oct 6” ▪ [CLC] “**BONUS**1d. Ms. Jew (Career Centre) Visit – Due Tues., Nov. 29” (Sign-up with Ms. Jew to discuss your Brag Sheet, post-graduation and scholarships; Bonus Marks) ▪ [CAP] Open “Capstone 2022/2023 Google Classroom” and open the “Capstone Overview” folder to read “Capstone Introduction Booklet of the project and review helpful resources. 	<p>➤ Tues., Oct. 4 - “1a. Who Am I Activity Worksheet”</p> <p>➤ Thurs., Oct. 6 – “1b. Wellness”</p>

3	<p>October 10 – 14</p> <p><i>(Unit 2)</i></p>	<ul style="list-style-type: none"> ▪ [CLC] Begin “<u>1c. Grade 12 Brag Sheet</u> – Due Thurs., Oct 13” ▪ [CLC] Open “<i>Unit 2 – Career Exploration and Work Experience</i>” and review all tasks. ▪ [CLC] Begin “<u>2a. Resume</u> - Due Thurs., Oct 20” ▪ [CAP] Begin “<u>Capstone Proposal Package</u> - Due Thurs., Oct 27” 	<p>➤ <u>Thurs., Oct. 13</u> – “1c. Grade 12 Brag Sheet”</p>
4	<p>October 17 – 21</p> <p><i>(Unit 2)</i></p>	<ul style="list-style-type: none"> ▪ [CLC] Continue “<u>2a. Resume</u> - Due Thurs, Oct 20” ▪ [CAP] Continue “<u>Capstone Proposal Package</u> - Due Thurs., Oct 27” 	<p>➤ <u>Thurs., Oct. 20</u> – “2a. Resume”</p>
5	<p>October 24 - 28</p> <p><i>(Unit 2)</i></p>	<ul style="list-style-type: none"> ▪ [CLC] Begin “<u>2b. Application Project</u> - Due Tues, Nov 9” ▪ [CAP] Complete & Upload “<u>Capstone Proposal Package</u> - Due Thurs., Oct 27” 	<p>➤ <u>Thurs., Oct. 27</u> – “Capstone Proposal Package”</p>

6	October 31- Nov. 3 (Unit 2)	<ul style="list-style-type: none"> ▪ [CLC] Open "Course Organization & Updates" in CLC or Capstone Google Classroom to see your assigned "Assigned November Check-In Time" with your teacher. ▪ [CLC] Complete "2c. Check-In - Due Mon., Oct. 31" BEFORE your Check-In ▪ [CLC] Continue "2b. Application Project - Due Tues., Nov 8" ▪ Attend your assigned Check-In Time *see assigned date/time 	<ul style="list-style-type: none"> ➤ Mon., Oct.31– "2c. Check-In" ➤ Nov. 1 – 25 – Individual CLC Check-Ins *see assigned date/time
7	November 7 – 11 (Unit 3)	<ul style="list-style-type: none"> ▪ [CLC] Complete "2b. Application Project – Due Tues., Nov 8" ▪ [CLC] Open "Unit 3 – Post Graduation Life" and review all tasks. ▪ [CLC] Begin "3a. My Options - Due Tues., Nov 15" ▪ Attend your assigned Check-In Time. *see assigned date/time 	<ul style="list-style-type: none"> ➤ Tues., Nov 8 – "2b. Application Project" ➤ Nov., 1 – 25 – Individual CLC Check-Ins *see assigned date/time
8	November 14-18 (Unit 3)	<ul style="list-style-type: none"> ▪ [CLC] Complete "3a. My Options - Due Tues., Nov 15" ▪ [CLC] Complete "3b. Decision Making – Due Thurs., Nov 17" ▪ Attend your assigned Check-In Time. *see assigned date/time 	<ul style="list-style-type: none"> ➤ Tues., Nov 15 – "3a. My Options" ➤ Thurs., Nov 17 – "3b. Decision Making" ➤ Nov. 1 – 25 – Individual CLC Check-Ins *see assigned date/time

9	November 21 – 25 (Unit 3)	<ul style="list-style-type: none"> ▪ [CLC] Begin “3c. Future Plan Project – Due Thurs., Dec 1” ▪ [CAP] Review “Mentor Tips & Resources” files in “<i>Getting Started: Proposal and Mentor</i>” for support in finding and effectively working with your mentor. ▪ [CAP] Complete “Mentor Update - Due Tues, Nov 29” in 	➤ Nov. 1– 25 – Individual CLC Check-Ins *see assigned date/time
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		<p style="text-align: center;"><i>(“Capstone Proposal & Mentor”)</i></p> <ul style="list-style-type: none"> ▪ Attend your assigned Check-In Time. *see assigned date/time 	
10	November 28 – December 2 (Unit 4)	<ul style="list-style-type: none"> ▪ [CLC] Complete “3c. Future Plan Project – Due Thurs., Dec. 1” ▪ [CLC] Open “Unit 4 – Networking and Community Connections” and review all tasks. ▪ [CLC] Begin “4a. My Network – Due Tues., Dec 6” 	<ul style="list-style-type: none"> ➤ Tues., Nov.29– “Mentor Update” <li style="padding-left: 40px;">➤ Tues., Nov.29– ***BONUS**1d. Ms. Jew (Career Centre) Visit *last day for bonus marks ➤ Thurs., Dec.1 – “3c. Future Plan Project

<p>11</p>	<p>December 5 – 9 <i>(Unit 4)</i></p>	<ul style="list-style-type: none"> ▪ [CLC] Complete “<u>4a. My Network</u> – Due Tues., Dec.6” ▪ [CLC] Complete “<u>4b. Connections and Communication</u> – Due Thurs., Dec.8” ▪ [CAP] Open and begin using your Capstone “<u>Action Log and Bibliography</u>” to record the tasks you completed from your Timeline and Action Plan in your Capstone Proposal Package (“<i>Process: Project & Presentation</i>”). <i>You will submit updated copies of your Action Log 2 times throughout the process: Tues., Jan 24 & Tues., Feb 14</i> 	<p>➤ <u>Tues., Dec.6</u> -“4a. My Network”</p> <p>➤ <u>Thurs., Dec.8</u> -“4b. Connections and Communication”</p>
<p>12</p>	<p>December 12 – 16 <i>(Capstone)</i></p>	<p>***CLC COURSE COMPLETE!***</p> <ul style="list-style-type: none"> ▪ [CAP] Research and development work for Capstone Project. Document process in “<u>Action Log and Bibliography</u>” and evidence (photos, videos, etc.) in Capstone Portfolio (Google Drive). 	
<p>WINTER BREAK</p>			

<p>13</p>	<p>January 3 – 6 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Open “<u>January Capstone Check-In</u>” file in “<i>Capstone Overview and Resources</i>” to see your assigned check-in time with your teacher. ▪ Attend your assigned Check-In Time. *see assigned date/time 	<p>➤ <u>Jan 4 – 28</u> – Individual Capstone Check-Ins *see assigned date/time</p>
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<p>14</p>	<p>January 9 – 13 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Research and development work for Capstone Project. Document process in “Action Log and Bibliography” and evidence (photos, videos, etc.) in Capstone Portfolio (Google Drive). ▪ Attend your assigned Check-In Time. *see assigned date/time 	<p>➤ Jan 4 – 28 – Individual Capstone Check-Ins *see assigned date/time</p>
<p>15</p>	<p>January 16 – 0 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Research, development and process work. Document in “Action Log and Bibliography” and “Capstone Portfolio.” ▪ Attend your assigned Check-In Time. *see assigned date/time 	<p>➤ Jan 4 – 28 – Individual Capstone Check-Ins *see assigned date/time</p>
<p>16</p>	<p>January 24– 27 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Review the “Visual Presentation Format & Instructions” file(s) in “<i>Process: Project and Presentation</i>” and begin working on your visual presentation (powerpoint, Prezi, etc.). ▪ Attend your assigned Check-In Time. *see assigned date/time 	<p>➤ Jan 4 – 28 – Individual Capstone Check-Ins *see assigned date/time</p> <p>➤ Tues, Jan 25 -“Action Log and Bibliography” + “Capstone Portfolio” Update 1</p>
<p>17</p>	<p>January 30 – February 3 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Begin working on “Capstone Visual Presentation” - Due Tuesday, March 7” ▪ [CAP] Research, development and process work. Document in “Action Log and Bibliography” and “Capstone Portfolio.” 	<p>Tuesday, March 7</p>
<p>18</p>	<p>February 6 – 10 <i>(Capstone)</i></p>	<ul style="list-style-type: none"> ▪ [CAP] Continue working on “Capstone Visual Presentation” - Due Tues., March 7” ▪ [CAP] Research, development and process work. Document in “Action Log and Bibliography” and “Capstone Portfolio.” 	

19	February 13 – 17 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Continue working on “Capstone Visual Presentation” - Due Tuesday, March 7” ▪ [CAP] Research, development and process work. Document in “Action Log and Bibliography” and “Capstone Portfolio.” 	➤ Tues., Feb 14 - “Action Log and Bibliography” + “Capstone Portfolio” Update 2
20	February 20 – 24 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Continue working on “Capstone Visual Presentation” - Due Tuesday, March 7” ▪ [CAP] Research, development and process work. Document in “Action Log and Bibliography” and “Capstone Portfolio.” 	
21	February 27 – March 3 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Open “April Capstone Presentation Times” file in “<i>Capstone Overview and Resources</i>” to see your assigned Capstone Presentation date/time for the week of April 4-8. ▪ [CAP] Send a formal invitation (letter, email, card, etc.) to your mentor to attend your Capstone Presentation date/time. <i>*Update CLC Coordinator if your mentor plans to attend</i> ▪ [CAP] Continue working on “Capstone Visual Presentation” - Due Tuesday, March 8” 	
22	March 6- 10 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Complete “Capstone Visual Presentation” - Due Tuesday, March 8” ▪ <i>*Update CLC Coordinator if your mentor plans to attend your presentation</i> 	➤ Tues, March 8 - “Capstone Visual Presentation”
SPRING BREAK			

23	March 27 – March 31 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Review the “Capstone Presentation Preparation” files + “Final Rubric” in “<i>Capstone Project and Presentation</i>” and prepare for your presentation <p><i>* Update CLC Coordinator if your mentor plans to attend your presentation</i></p>	
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24	April 3 – 7 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ <u>CAPSTONE FAIR – ALL PROJECTS MUST BE COMPLETE!</u> Practice and prepare for your Capstone Presentation. Do not miss your assigned date/time! ▪ Ensure all Capstone parts are complete and saved to your Capstone Portfolio. 	<ul style="list-style-type: none"> ▪ <u>Mon, April 4 – ALL CAPSTONE COMPONENTS AND FINAL VISUAL PRESENTATION</u>
25	April 10-14 <i>(Capstone)</i>	<ul style="list-style-type: none"> ▪ [CAP] Complete “Capstone Reflection” - Due Thursday, April 14” 	<ul style="list-style-type: none"> ▪ <u>Thurs, April 14</u> - “Capstone Reflection”