A Checklist

Use this sheet to check as you are going through the process of inquiry to help you create the best possible product at the end of this process.

**Research:**

[ ] I saved my text info in a word document (copy and paste the URL as back up for the bibliography)

[ ]  I saved my bibliographic information for each of my texts (use [www.easybib.com](http://www.easybib.com))

[ ] I created a project folder in which to save my files

[ ]  I converted my files so that I can transfer them into imovie or Windows Moviemaker

* To download videos onto your computer, use either [www.keepvid.com](http://www.keepvid.com) or [www.clipconverter.cc](http://www.clipconverter.cc)
* To download using iMovie, use mp3converter app, and export as an mp4 or mp3 to iMovie

[ ]  I will be able to transfer my documents into my project seamlessly

[ ]  I will be able to transfer my files to ONE person’s computer to make the final movie

**Synthesizing:**

[ ]  I have connected my texts together

* My materials link together into a larger framework/design
* My materials connect to my thinking into a larger, new idea

[ ]  I have enough diverse texts to give my answer some variety and breadth

[ ]  I have used different texts of different genres

[ ]  I have edited my response so that it is seamless and flows smoothly

* It is NOT ‘list-y’

[ ]  There is some depth and authentic reflection in my answer

* My central idea is present but not repeated over and over again

**Creating:**

Remember, your projects should engage your audience which means hooking them in and holding their attention. Your audience will be more engaged in your ideas if you keep the audio consistent and clear and if you make effective use of video.

**Recording sound**

[ ]  I used the “voice over” option ot provide essential content to my audience

[ ]  My audio is clear (no mumbling, pace is even, pronunciation is clear, loud)

[ ]  The volume is consistent

[ ]  The whole group has done an audio check after we recorded our audio.

**Final Formatting Touches**

[ ]  I chose a font and music that help to heighten the mood or enhance my message.

 [ ]  My use of transitions is effective: simple rather than busy.

[ ]  My timing, particularly for chunks of texts, scrolls slowly enough to be read

[ ]  My end credits include a bibliography of all my “text” sources and images (copy and paste the URL for images)

**Presenting**

[ ]  I have saved my movie to Youtube and emailed the link to Mrs. Thomasen

[ ] I know which day I am presenting and realize there will be no extensions due to summer holidays ☺

**Reflection**

[ ]  I have completed a reflection that encompasses:

* My experience collobarating
* Issues that came up and how I solved them
* What I would do differently next time