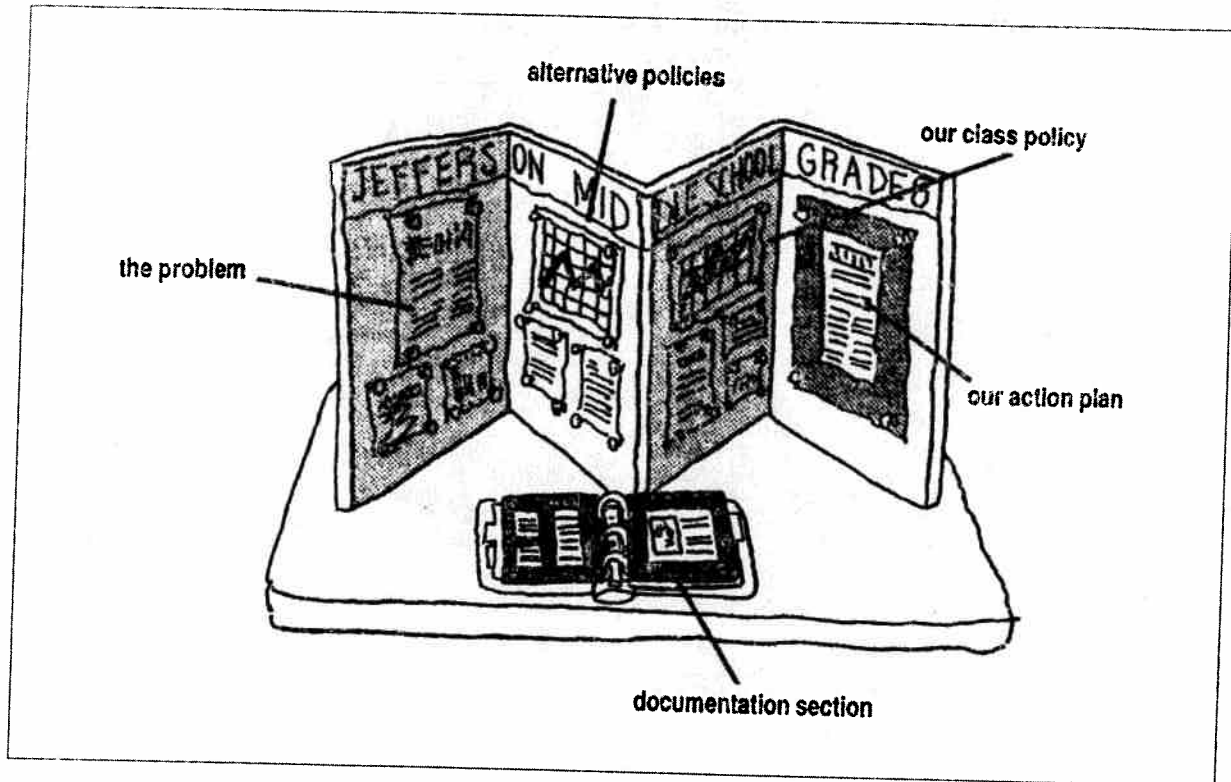


Project Citizen

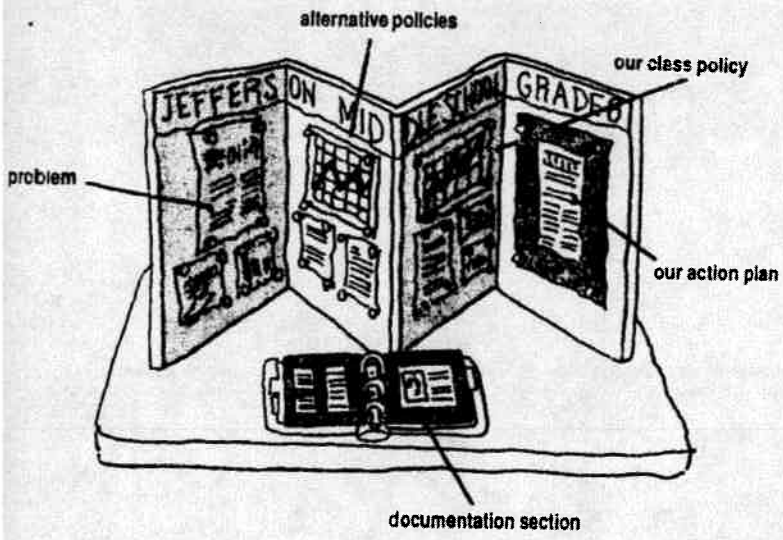
"First Timer's" Guide



Compiled by Carol Western Paola

Team Members

1. _____
2. _____
3. _____
4. _____



Project Citizen Planning Sheet

Developed by Carol Western Paola

Name: _____

Team: _____

Date: _____

... Things to do Today ...

Activity/Objective	Process Skills/ Outcomes	Effort Points
1. Plan today's activities and set priorities.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

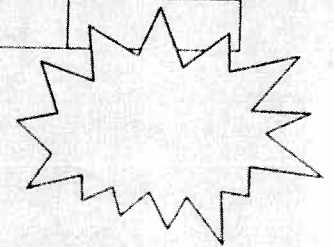
My Evaluation of my Effort and Progress for today is:

- 1-Excellent
- 2-Good
- 3-Fair
- 4-I need to Improve

Total Points

Self-Eval

Teacher



Organization Skills-OS	Logical Thinking-LT	Critical Thinking-CT
Creativity-C	Research-R	Communication-Com
Social Awareness-SA	Interdisciplinary Connections-IC	Leadership-L
Group Dynamics-G	Self-Directed Learning-SDL	Evaluation Skills-ES
Career Awareness-CA	Life Skills-LS	

Identifying Problems

Discuss problems related to public policy with your teachers, parents, friends, and community members. Make a list to share with your team members.

Problems at School

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____

Problems in Our Town

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____

Problem Selected by Our Team to Study

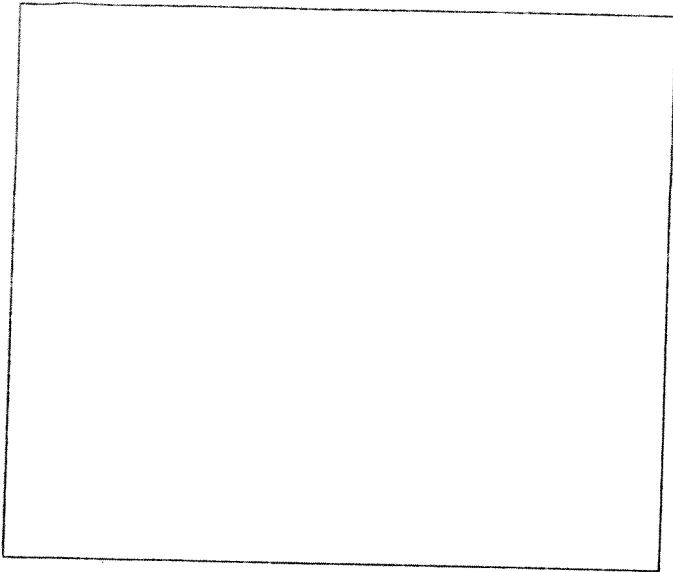
This problem is related to public policy because _____

The level of government that would be responsible for solving this problem is _____

The School Board The City Council Other: _____

Survey about _____

Our team has decided to study _____ for our Project Citizen problem. Please help us by completing our survey.



1. Do you think _____

is a problem in our _____?

Yes No Unsure

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Project Citizen Essay Planner for Interviews/Articles

Title: _____

By: _____

Date: _____

2nd Paragraph:

- "First,..."
- Supporting Details
- Closing

3rd Paragraph:

- "Next, or Then,..."
- Supporting Details
- Closing

1st Paragraph:

- "O-M-P (with explanation)" "?" "!"
- W, W, W, W, W
- Tell them what you're going to tell them. Ex: "First..., Then..., Finally"

4th Paragraph:

- "Then, or Finally,..."
- Supporting Details
- Closing

5th Paragraph

- Wrap-Up
- Tell them what you told them.
- Why was it important?
- Worthwhile?
- Closing Sentence

Panel 1: The Problem

Four-Square Essay Planner

Paragraph 2:

- Why should this problem be handled by government?
- Could anyone else solve it?
- Is there a law or policy for dealing with the problem?
- If so, does it solve the problem?

Paragraph 3:

- What disagreements exist about this problem?

Paragraph 1:

- What is the problem?
- How serious is the problem in our community?
- How widespread is the problem in our state or nation?

Paragraph 4

- What groups, individuals, or organizations are taking sides about this problem?
- Why are they interested?
- What positions are they taking?
- Advantages?
- Disadvantages?
- What are they doing to influence the government to adopt their solution?

Paragraph 5:

- What level of government or agency is responsible for solving this problem?
- What are they doing about the problem?

Panel 2: The Alternatives

(Use a planner for each alternative.)

Four-Square Essay Planner

<p>1. Paragraph 1:</p> <ul style="list-style-type: none">• One possible solution is	<p>Paragraph 2:</p> <ul style="list-style-type: none">• This solution is supported by
<p>Paragraph 3:</p> <ul style="list-style-type: none">• The advantages of this solution are	<p>Paragraph 4</p> <ul style="list-style-type: none">• The disadvantages of this solution are

Carol Western Paola

Panel 3: Our Policy

Four-Square Essay Planner

Paragraph 2:

- The advantages of this policy are

Paragraph 3:

- The disadvantages of this policy are

1. Paragraph 1:

- The policy we believe will best deal with the problem is

Paragraph 4

- The level of government that would be responsible for carrying out our policy is

Paragraph 5:

- We think this policy is constitutional because

Panel 4: Our Plan of Action

Four-Square Essay Planner

1. Paragraph 1:

- The main points of our plan of action are

Paragraph 2:

- We will develop support among individuals and groups by

Paragraph 3:

- Individuals or groups that might support our policy are

- Those that might oppose our policy are

- We might be able to convince them by

Paragraph 4

- Government and agencies that might support our policy are

- Those that might oppose our policy are

- We might be able to convince them by

What I Learned from Project Citizen this Year

Four-Square Essay Planner

Paragraph 2:

About Public Policy

- What I learned

- What we learned as a group

Paragraph 3:

Skills developed or improved

- Skills I developed or improved

- Skills we improved as a group

Paragraph 1:

Q/Exclamation:

WWWWW:

First...

Next...

Then...

Paragraph 4

Working as a Team

- Advantages

- Disadvantages

Paragraph 5:

Closing

- What we did well

- What I did well

- What we would do differently next time

Carol Western Paola

Project Citizen Checklist

Checklist for Panel/Section 1

- Things to be included on the panel:
 - Title _____
 - School/Grade... Across whole board (optional)
 - "Problem"
 - 2-Page/Double spaced Summary of Above Info
 - Results of Survey/Graph (with captions)
 - Newspaper Articles (with captions)
 - Photographs (with captions)
 - Sources (1-2 pages)

- Things to be included in the binder for section 1:
 - Divider (Cover for the section)
 - Table of Contents
 - Copy of Problem Summary
 - Copy of Survey
 - Graph/Results of Survey
 - Newspaper Clippings (highlighted)
 - Reports of Interviews
 - Internet Stuff (highlighted)
 - Bibliography
 - Other: _____

Checklist for Panel/Section 2

- Things to be included on the panel:
 - Title
 - "Alternatives"
 - 1-Page/double spaced Summary of each alternative
 - Results of Survey/Graph (with captions)
 - Newspaper Articles (with captions)
 - Photographs (with captions)
 - Sources (1-2 pages)

- Things to be included in the binder for section 2:
 - Divider (Cover for the section)
 - Table of Contents
 - Copy of Alternative Solutions
 - Copy of Survey
 - Graph/Results of Survey
 - Newspaper Clippings (highlighted)
 - Reports of Interviews
 - Internet Stuff (highlighted)
 - Bibliography
 - Other: _____

Checklist for Panel/Section 3

- Things to be included on the panel:
 - Title
 - "Our Policy"
 - 2-Page/double spaced Summary of Above Info
 - Results of Survey/Graph (with captions)
 - Newspaper Articles (with captions)
 - Photographs (with captions)
 - Sources (1-2 pages)

- Things to be included in the binder for section 3:
 - Divider (cover for the section)
 - Table of contents
 - Copy of summary sheet
 - Constitutionality Form
 - Copy of survey
 - Photographs
 - Graph/results of survey
 - Newspaper clippings
 - Reports of interviews
 - Internet stuff (highlighted)
 - Information from public/private interest groups
 - Excerpts from government publications (highlighted)
 - Bibliography
 - Other: _____

Checklist for Panel/Section 4

- Things to be included on the panel:
 - Title
 - "Our Plan of Action"
 - 1-Page/double spaced Summary of 1-5
 - 1-Page/double spaced Summary of 6-9
 - Results of Survey/Graph (with captions)
 - Newspaper Articles (with captions)
 - Photographs (with captions)
 - Sources (1-2 pages)

- Things to be included in the binder for section 4:
 - Divider (cover for the section)
 - Table of contents
 - Copy of summary sheets
 - Copy of survey
 - Photographs
 - Graph/results of survey
 - Statements from individuals or groups
 - Statements from influential government officials and agencies
 - Reports of interviews
 - Internet stuff (highlighted)
 - Information from public/private interest groups
 - Excerpts from government publications (highlighted)
 - Bibliography
 - Other: _____



Project Citizen Sources Worksheet

Developed by Carol Western Paola, Mississippi

Newspaper Article: (Panel/Section 1 2 3 4)

66 99

Author, if given: Last Name, First Middle _____ Name of Article _____

Name of Newspaper _____ Date _____ Page/s _____

Newspaper Article: (Panel/Section 1 2 3 4)

66 99

Author, if given: Last Name, First Middle _____ Name of Article _____

Name of Newspaper _____ Date _____ Page/s _____

Newspaper Article: (Panel/Section 1 2 3 4)

66 99

Author, if given: Last Name, First Middle _____ Name of Article _____

Name of Newspaper _____ Date _____ Page/s _____

Newspaper Article: (Panel/Section 1 2 3 4)

66 99

Author, if given: Last Name, First Middle _____ Name of Article _____

Name of Newspaper _____ Date _____ Page/s _____

Website: (Panel/Section 1 2 3 4)

65

90

Author, if given

Name of Article

Website

Date

Website: (Panel/Section 1 2 3 4)

66

90

Author, if given

Name of Article

Website

Date

Website: (Panel/Section 1 2 3 4)

66

91

Author, if given

Name of Article

Website

Date

Website: (Panel/Section 1 2 3 4)

66

91

Author, if given

Name of Article

Website

Date

Website: (Panel/Section 1 2 3 4)

66

91

Author, if given

Name of article

Website

Date

Website: (Panel/Section 1 2 3 4)

66

91

Author, if given

Name of Article

Website

Date

Other Source: Letter of Support (Panel/Section 1 2 3 4)

_____. Letter of Support.

Last name, First Middle

_____.
Date

Other Source: Letter of Support (Panel/Section 1 2 3 4)

_____. Letter of Support.

Last name, First Middle

_____.
Date

Other Source: Letter of Support (Panel/Section 1 2 3 4)

_____. Letter of Support.

Last name, First Middle

_____.
Date

Other Source: Letter of Support (Panel/Section 1 2 3 4)

_____. Letter of Support.

Last name, First Middle

_____.
Date

Other Source: Survey Results (Panel/Section 1 2 3 4)

_____. Student (?) Survey Results.

Survey Title

_____.
Date

Other Source: Survey Results (Panel/Section 1 2 3 4)

_____. Parent (?) Survey Results.

Survey Title

_____.
Date

Books-1 Author: (Panel/Section 1 2 3 4)

Author: Last Name, First Middle Initial	Title of Book: Underlined if written/Italics if typed	
City of Publication (Ex: New York: / Ex: Jackson, MS:)	Publishing Company	Copyright Date

Books-1 Author: (Panel/Section 1 2 3 4)

Author: Last Name, First Middle Initial	Title of Book: Underlined if written/Italics if typed	
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City of Publication (Ex: New York: / Ex: Jackson, MS:)	Publishing Company	Copyright Date

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Author: Last Name, First Middle Initial	Title of Book: Underlined if written/Italics if typed	
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