

Extended Essay Calendar Year 1		
Date	What happens	What to do next
Nov.	Commencement of extended Essay: You are introduced to the EE process by consulting the EE guide. You understand the concept of academic honesty in the context of EE	<ul style="list-style-type: none"> - Review the EE handbook and familiarize yourself with the EE timeline - Think about the Group and Subject you want to do your EE on
Dec.	Check-in- Session 1: Discuss emergent ideas with supervisors from each subject, EE coordinator and program coordinator	<ul style="list-style-type: none"> - Decide Group and Subject you want to do your EE on. Make sure that it interests you and you have done background reading - Print out the IB guidance on EE and read it. - Prepare yourself for the second check-in session by writing briefly what you have done so far and listing your questions
Jan.	<p>Week 2</p> <p>Check-in- Session 2: Give the EE supervisor and coordinator your chosen EE subject and three suitable topics within the subject area (EE Proposal) and receive feedback</p> <p>Extended Essay Day: group session on the EE assessment process, discuss the topics given</p> <p>Week 4: Submit your research question</p>	<ul style="list-style-type: none"> - Form your research question based on the feedback received and resources available. Ask yourself: <p><i>Will I be able to collect sufficient resources to effectively answer the research question?</i></p> <p><i>Have I narrowed down the question as much as I could?</i></p>
Feb.	-	<ul style="list-style-type: none"> - Start researching, meet with the supervisor, EE coordinator and the librarian to know which books/resources are needed
Mar.	-	<ul style="list-style-type: none"> - Prepare yourself for the first formal reflection session by writing your first draft of 2000 words essay and familiarizing yourself with the RRS and RPPF in order to record your progress and your meetings with your supervisor
Apr.	-	
May.	First formal reflection session: hand in your first 2000 words essay to your supervisor and EE coordinator.	<p>Prepare yourself for the second formal reflection session (Interim) by reading the Assessment Criteria again carefully and writing your first of your whole EE based on the feedback received on your 2000 words essay. Do not forget to record your progress using the RRS.</p> <p>Note: You will receive feedback by June 22nd.</p>

**Extended Essay Calendar
Year 2**

Date	What happens	What to do next
Oct.	<p>Second formal reflection session (Interim): Hand in the first draft of your whole EE to your supervisor and EE coordinator and receive feedback.</p> <p>Note: enter on the RPPF</p>	<p>-Start working on your second draft considering the feedback received</p> <ul style="list-style-type: none"> - Keep the Assessment Criteria in mind - Prepare yourself for the third check-in session. Ask yourself:
Nov.		<ul style="list-style-type: none"> - <i>Have I encountered any obstacles/problems in the research process and how have I overcome them?</i> - <i>Is the research question clear and refined?</i> - <i>How has my understanding of the question/topic changed?</i> - <i>Are there any inconsistencies in the argument and analysis?</i> - <i>Is the argument well-structured and coherent?</i> - <i>Have I provided enough evidence to support a reasoned argument?</i> - <i>Have I critically evaluated my research?</i> - <i>Have I successfully submitted all my forms e.g. reflective space?</i>
Dec.	<p>Check-in- Session 3: Hand in your second draft of your extended Essay to the supervisor and receive feedback</p>	<ul style="list-style-type: none"> - Finalize your draft based on the feedback received. Ask yourself: - <i>Does my essay have a clear introduction that addresses the research question?</i> - <i>Does my essay comply with the requirements, including formatting?</i> - <i>Have I referenced my work correctly?</i> - <i>Are there any issues concerning academic integrity?</i> <p>Prepare yourself for the third formal reflection session by planning your viva voce and Do not forget to record your progress using the RRS.</p>
Jan.	Hand in your final draft of EE to the supervisor	<ul style="list-style-type: none"> - Prepare yourself for the third formal reflection session by planning your viva voce precisely and Do not forget to record your progress using the RRS.
Feb.	<p>Third formal reflection session: Viva voce interview</p> <p>Note: enter on the RPPF</p>	Think how your extended essay can help you with the universities' applications and interviews