Community project timeline (example for students)

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
INTRODUCTION	**INVESTIGATING**	**PLANNING**	**TAKING ACTION**	**REFLECTING**
✓ Brainstorm and generate possible ideas ✓ Record information and developments in process journals	✓ Decide on the need within the local or global community ✓ Identify prior learning ✓ Define a goal to address the need within the local or global community ✓ Initial research period—select relevant resources and gather information ✓ Record information and developments in process journals	✓ Develop a proposal for action—**this must be completed near the start of this phase** ✓ Continue research—select, evaluate and acknowledge information ✓ Work on the preparation for the service as action ✓ Record information and developments in process journals ✓ Attend a work in progress session with supervisor	✓ Carry out the service as action ✓ Record information and developments in process journals	✓ Evaluate the quality of service as action against the proposal ✓ Reflect on learning ✓ Prepare, then complete oral presentation ✓ Select the extracts from the process journal to submit ✓ Complete the bibliography ✓ Complete the academic honesty form

RESEARCH

PROCESS JOURNAL

COMMUNICATE AND COLLABORATE WITH OTHERS

At the completion of the community project, a showcase event is organized to provide students with an opportunity to present their projects to peers, teachers and parents.