

Checklist for Living Histories Multigenre Web

Students' Names: _____

Your English teacher will keep this list for you and will be checking your completion of tasks. Each task completed on time is worth five points. Each day late after means a reduction in one point. Meeting your deadlines is worth 60 points. You should keep a copy of this checklist for your own records.

Number	Description of Task	Due Date (2008)	Done	Points
1.	We have narrowed our topic focus and had our topic approved.	3/19		
2.	Our Request for Interview form is ready to mail or deliver.	3/28		
3.	We have had our notes checked by our teacher.	4/7		
4.	A draft of our annotated bibliography is finished. We have used MLA style.	4/7		
5.	Our teacher approved our interview questions	4/9		
6.	Our Historical Overview is finished.	4/11		
7.	We turned in our signed Interview Release Form.	4/14		
8.	Our interview has been completed.	4/14		
9.	Our transcript is finished.	4/21		
10.	Our first two genre pages are finished.	4/22		
11.	Our title page and table of contents pages are finished.	4/24		
12.	Our last two genre pages are finished.	4/25		
	Double check that you have all your parts:			
	We have ten in-text hyperlinks in our living histories project			
	We have a photograph.			
	We have a title page.			
	We have a table of contents page that includes hyperlinks to all our pages.			
	We have a prologue or preface.			
	We have a historical overview.			
	We have a transcript of our interview.			
	We have four genre pages.			
	We have an epilogue.			
	We have an annotated bibliography.			
	We have prepared for our presentation.			
	We have completed our self-assessments.			