

Checklist for final activity – Literary

Poem/song/essay/short story activity checklist

Please complete the appropriate fields

Title: _____

Student name: _____

Course code: _____

Teacher name: _____

Date submitted: _____

First step: Planning and proposing

The idea or message I am conveying is: _____

The medium that I am going to use is: _____

The materials that I will need are: _____

My in-class presentation will have: _____

My peer reviewers are: _____

My timeline for completion is: _____

Second step: Seeking advice

I have attached a completed draft sketch: _____

The colours and style I have selected are: _____

I have discussed this draft with my peer reviewers and my teacher: _____

Third step: Reacting to advice

I have/have not adjusted or revised my plans because: _____

The changes are: _____

I have revised my in-class presentation to include: _____

I have discussed these changes with my peer reviewers and my teacher: _____

Fourth step: Completing my product

I am still on schedule to meet the due date: _____

Some unexpected glitches have suddenly appeared: _____

I have dealt effectively with these glitches: _____

I have displayed and presented my visual product: _____

Peer reviewers' signatures

Teacher's signature

Date

Date