

# ACTION PLAN

January 20-31, 2005	Select project topic, focus, and product Complete the preliminary project proposal Identify possible mentors Contact potential mentors Purchase binder and dividers Set up portfolio Begin journal entries
February 1-18, 2005	Submit Preliminary Project Proposal (2/2) Select Mentor Submit Mentor Registration Form (2/10) Complete the Formal Project Proposal & Action Plan Submit Formal Project Proposal & Action Plan (2/18) Measure the dimensions of the living room & dining room Create a "blueprint" for each room Develop budget Research types of wood and furniture styles Purchase <u>Traditional Home</u> , <u>Southern Living</u> , and <u>Better Homes and Gardens</u> for decorating ideas Watch HGTV programs for decorating ideas Begin resume Contact references for resume Continue journal entries
February 19-28, 2005	Finish resume First Oral Checks & Defenses (2/23-25) Continue journal entries Visit model homes for decorating ideas Research furniture companies & stores Search online for available furniture collections Interview interior decorators Begin annotated bibliography on Easybib.com
March 1-15, 2005	Submit resume (3/2) Research fabrics Select furniture to purchase based on budget Select fabrics, patterns, and colors Order furniture Practice for mock interview Continue journal entries Prepare for progress check (3/14) Compile and organize research Submit annotated bibliography to date

March 16-31, 2005	<ul style="list-style-type: none"> <li>Shop for room accessories</li> <li>Type summaries of interviews</li> <li>Compile portfolio</li> <li>Prepare thirty second commercial for the mock interview</li> <li>Practice for mock interview</li> <li>Continue annotated bibliography</li> <li>Continue journal entries</li> </ul>
April 1-15, 2005	<ul style="list-style-type: none"> <li>Second Oral Checks &amp; Defenses (4/4-6)</li> <li>Mock Interview (4/7)</li> <li>Select and purchase accessories</li> </ul>
April 15-30, 2005	<ul style="list-style-type: none"> <li>Furniture delivered and arranged</li> <li>Decorate rooms with accessories</li> <li>Photograph living room and dining rooms</li> <li>Continue journal entries</li> <li>Finish portfolio</li> <li>Begin creating virtual tour (product)</li> </ul>
May 1-8, 2005	<ul style="list-style-type: none"> <li>Finish virtual tour (product)</li> <li>Proofread and finish annotated bibliography</li> <li>Write speech for oral presentation</li> <li>Practice speech for oral presentation</li> <li>Continue journal entries</li> <li>Third Oral Checks and Defenses (5/3-5/6)</li> <li>Give evaluation Form to Mentor</li> </ul>
May 9, 2005	<ul style="list-style-type: none"> <li>Submit virtual tour (tangible product)</li> <li>Submit portfolio</li> <li>Turn in Mentor Evaluation Form</li> </ul>
May 16, 2005	<ul style="list-style-type: none"> <li>Practice for oral presentation</li> <li>Make adjustments to portfolio</li> <li>Make revisions to virtual tour</li> </ul>
May 18, 2005	<ul style="list-style-type: none"> <li>Present project before panel of judges</li> </ul>
May 19-31, 2005	<ul style="list-style-type: none"> <li>Write and proofread reflection paper</li> <li>Finish journal</li> </ul>
June 1, 2005	<ul style="list-style-type: none"> <li>Submit project in final form.</li> </ul>