

Houston Academy for International Studies
Fall 2023 Syllabus
Business English
Service Learning Capstone

Mrs. Audrie Lopez

Room 101

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Welcome to the Junior Experience @ HAIS!

The Service Learning Capstone (SLC) is an exciting and challenging part of the Junior experience here at HAIS! You and a small group of your peers will successfully complete a project that actively addresses an issue of social injustice in our community by investigating the depth and breadth of the issue, interviewing non-profits in the area, reaching out to City of Houston and Harris County officials who work to change the status quo, and completing a service project that responds directly to a challenge identified in your thorough research. Once your project is underway, you and your team members will be given collegiate privilege to leave campus for meetings and to accomplish tasks necessary to complete your project. You will present your SLC project in December on the stage of an off-campus venue. Additionally, several projects will be selected to compete in the "Speak Up Speak Out" civics fair in Austin. We are here to facilitate your successful completion of the capstone, and are looking forward to working with each of the SLC groups this Fall!

GRADING

Service Learning Capstone (SLC):

The parameters for submitting Article Reviews, Interview Summaries, Formal Proposal and Plan of Action, and Checkpoints will be provided as each due date approaches so that your group will understand the expectations for that assignment. Your group's Final Presentation will count as the Semester Final. At the culmination of the project, you will have the opportunity to evaluate yourself as well as each member of your group as to your contributions to the success of the project. Your individual final grade will be a percentage of the group's final grade based on the group member evaluations.

Independent Practice (IP):

In addition to the work you will be doing with your group to complete your project, you will individually be responsible for assignments to include Warm-up activities, Vocab.com word list practices, NoRedInk practices, Everyday Edits, and short writing activities.

Grading summary:

- **All SLC grades will count as Summative Assessments: 40% weight**
- **All IP grades will count as Formative Assessments: 50% weight**
- **"Other" grades such as participation and periodic reflections: 10% weight**

EXPECTATIONS

- The SLC experience requires that each member of the team participates and contributes equally to the success of the project; the Facilitators reserve the right to remove any student from a SLC team if that student is not doing so; an alternative research project will be assigned in order for the student to earn course credit.
- The beginning of each class will include a Warm-Up activity and Instruction/Lecture that supports each phase of the project completion. Use of cell phones and laptops during that time (unless otherwise instructed) will not be tolerated by the Facilitators.
- Use of cellphones and laptops during SLC team meetings should be appropriate to the tasks at hand.
- The Project Completion Schedule has been designed for your SUCCESS! Adherence to this schedule will result in a refined, meaningful, and professional project. So plan to stick to the schedule, but communicate with the Facilitators if you and your team encounter obstacles to doing so.
- Once your SLC group's project is underway, you and each of your team members will need to submit permission slips for each off-campus meeting. This will require coordination with the Facilitators and parents/guardians.