

ENVS 12 Group Project Guidelines

Each Study Group is responsible for researching, thinking about, discussing, writing about, and presenting on one of the 10 San Jose Green Vision goals. As a class, we will be collaborating with each other and with the last two year's ENVS 12 class to write a 200+ page guide to San Jose's Green Vision as well as making a series of policy recommendations to the city.

Group Presentation

Each Study Group will have one class session to make a detailed presentation to the class on their Green Vision goal. Groups can use whatever pedagogical methods they like to present what they have learned and share their analysis. This could include PowerPoint, discussion, debates, short videos, activities, tours, etc. A projector and laptop with an internet connection and video capabilities will be available for you to use.

Groups will select and assign readings (with my approval) in order to prepare the class for your presentation. Students will write and turn in one page reflections based on these readings as well as questions for discussion so be sure to include time for discussion and opportunities for the rest of the class to ask questions and to give you feedback and ideas on your analysis. The readings you select should be uploaded to the "Green Vision Readings" folder in "Lessons" section of the Angel course page by 1/19.

Group Meeting with City of San Jose Employee

Groups are strongly encouraged to meet with the person in charge of their Green Vision goal or one of their employees to learn more about what the City has accomplished in the last year and what its specific plans are for achieving the goal - ideally before giving your presentation. You should begin trying to set up this meeting immediately because it is likely to be difficult to do. Try to set the meeting for a time when all of you can attend. These folks are extremely busy so you will need to be persistent to get a meeting with them. I'd like you to write a brief report of your meeting with the San Jose city Green Vision representative that you will turn in by the end of the quarter. The report should include the name of the person you met with and their job title, date and time of meeting, name of group members in attendance, and bullet points of most interesting aspects of the meeting. If you were unable to meet with a city Green Vision representative then the report should give a brief account of your group's saga of trying and failing to get a meeting.

Group Paper Editing and Writing

2008's class wrote the first draft of our book. Each group member contributed a 5 page section to their group's chapter on one of the Green Vision goals. The group members collaborated to write an introduction and a conclusion to their collected sections. Last year each group worked together to edit and update the 2008 class's chapters. This year's groups will do another edit of their goal's chapter.

Editing Process

All group members should read last year's chapter this weekend and plan a time to go over it together. What is your overall impression? What was good about the chapter? What was not so good? What is the chapter missing?

Editing should be done using the "Track Changes" tool in Microsoft Word (If you have never used Track Changes look it up in the "Help" menu of any Word document). Each group will turn in two copies of their edited chapters at the end of the semester – one that shows the edits and the same document with "changes accepted." Each group member can choose a different highlight color in track changes to distinguish your edits.

Green Vision Policy Recommendations

Each group will collaborate to come up with a set of policy recommendations for the city of San Jose to help it achieve their group's Green Vision goal. This is a bulleted list of short action statements (i.e. "The City of San Jose will ...") designed to help San Jose achieve and improve on your group's Green Vision goal.

Group Meeting with the Instructor**2 Weeks Prior to Presentation**

I would like to meet with each group in my office two weeks prior to your presentation. I will help you brainstorm ideas for your papers and presentations. You should bring a draft plan for your group presentation to the meeting that I can go over with you.

Group Contract

Each group will create a brief set of guidelines that will detail a shared vision for how you will work together. These should be listed as statements (i.e. "We will be on time for our meetings")

Midterm Multiple Choice Questions

Each group will write a total of 12 multiple choice questions for potential use on the 3/11 midterm exam. These questions should test the class on the key concepts from your group's presentation and assigned readings. The group should split up the task of writing the first draft of the questions but should then work together to draft the final set of questions. Writing good questions is difficult so be sure to give yourselves time to do this task well. Your multiple choice questions are due on 2/26.

Summary of Group Tasks and Assignments**Group Tasks**

	<u>Due</u>
1. Group Contract	1/12
2. Schedule Meeting Time and Date with Instructor	1/14
3. Class Readings for your presentation	1/19
4. Twelve multiple choice questions for the 3/11 midterm	2/26

Group Presentation

_____ (fill in your date)

Group Assignments

all due by March 9th

- Copy of Group Paper showing edits ("Track Changes" before you accept them)
- Final Draft of Group Chapter
- Policy Recommendations
- Brief report from meeting with San Jose city Green Vision representative

Group Conflicts

If you are having conflicts in your group please let me know ASAP so that I can work with you to resolve them before they get really bad or shift the groups around if resolution of the conflict is not possible.

Project Grading**Group Grade**

The Group Project grade is worth a total of 30% of your grade. The Group Presentation is worth 10% of your grade. Group Participation is worth 10% of your grade and will be determined based on my judgment, your Peer Grade, and class attendance during the group presentations section of the course (2/2 – 3/4).

Peer Grades

Each member of each group will give their group members a grade. This is an important mechanism for group accountability. The peer grades will be kept strictly confidential. If there are big discrepancies in peer grades I will inquire about them.