# Extended Essay: Quick Guide

## Researching the EE (by subject group)

**EE Pathfinder:**
- Library.
- Moodle.

### Supervisors should:
- Discuss expectations with advisees.
- Share information on Moodle.
- Check email occasionally.

### Students should:
- Familiarize yourself with EE Subject Guide and Criteria.
- Read past essays.
- Follow up with supervisor early in the process.
- Be aware of EE Moodle.

**Resources:**
- EE Moodle.
- EE Pathfinder: library.wab.edu/ee
- EE Workshops: Getting Ready for the EE, Preparing for the Interim, Writing the EE, Avoiding Plagiarism, EE P

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## Research Stage: (what you should be working on)

### Explore

**Students should:**
- Generate topic ideas.
- Decide on methods for gathering, keeping track of sources (see pathfinder for options).
- Begin background research.
- At least one check-in session with supervisor.

**Supervisors should:**
- Discuss discussions with advisees.
- Check on progress.
- Use Moodle to set to-do lists and leave notes for students.

### Gather

**Students should:**
- At least one check-in session with supervisor early in the month.
- Complete Annotated Bibliography on MyMba or MoodleTools and upload to Moodle.
- Begin focusing topic and generate inquiry questions.
- Schedule and meet with supervisor for Initial Reflection Session. Write up on ManageBac.
- Take notes/annotate sources.

**Supervisors should:**
- Help student prepare for initial reflection session.
- Use ManageBac to set to-do lists and leave notes for students.
- Comment on resources for AB.

### Put it all together

**Students should:**
- Begin organizing ideas.
- Any research holes?
- Run initial experiments, if appropriate.
- Begin gathering primary data.
- Schedule interim reflection.
- Write up interim reflection.
- Do initial experiments.
- Read sample EE’s.
- Read examiner’s reports.
- Create summer plan to complete the EE and share with supervisor.
- Discuss summer contact information.

**Supervisors should:**
- Help students prepare for comprehensive exam.
- Write notes on ManageBac.
- Discuss examiners’ report with students.
- Assure students complete Interim reflection on ManageBac.
- Share summer contact info.

## Reflection Ideas for the RRS:

**Write/record 1-2 each month**

- Record and save discussions w/ your supervisor.
- Jot down a couple interesting ideas from sources you’ve read how might they help focus for your essay.
- After reading past essays, what are your takeaways? What makes a good/road essay? How might you use that info?
- More on EE Moodle.

## Reflection Ideas

**Reflect on your own feel for the summer:**
- How prepared were you for the summer?
- Include your summer plan. Plan for obstacles/roadblocks.
- Plan some rewards for each section completed.

**Reflection Ideas (See Moodle for more)**

- What are you proudest of? What needed more work? Why?
- What insights do you have into your subject area as a discipline? (Think TOC)
- Did your process work for you? Why or why not? What would you do differently?
- What was the most important/useful/surprising thing you learned?