

# IB career related programme (IBCP)

## Internal assessment—reflective project

This section must be read in conjunction with:

- the “Information for all examiners” section accessible from the menu
- the [assessment criteria](#)
- [marking annotations](#)
- any additional advice from the principal examiner, team leader or the IB Global Centre, Cardiff.

### Important note

The assessment model has changed for May 2018 onwards. It is vital that examiners engage with the examiner training available to them. Examiners may contact [examiners@ibo.org](mailto:examiners@ibo.org) for more information on this.

### Assessment

As is the case with other internal assessment components, the school will assesses all reflective projects. A sample of these projects is selected by IBIS and uploaded by the school. The teacher's marking is then verified through moderation.

Students will be assessed on two aspects of the project:

- the approach they use to complete the reflective project—the process (criterion E)
- the output from that process—the product (criteria A-D)

The reflective project is assessed using five assessment criteria designed to foster independent study and encourage students to use their own initiative.

### Format options for the reflective project

At the end of the project, students submit:

- an essay or an essay with an additional format—Options 1 and 2 below
- a *Reflections on planning and progress* form (1,000 words).

Students can choose to present their reflective project in one of two ways:

#### Option 1

A written essay (maximum 3,000 words). This should cover all the reflective project's requirements except reflection, which forms the content of the RPPF.

#### Option 2

A written essay (1,500–2,000 words) accompanied by an additional format (film, oral presentation, interview, play or display). Together, the written essay and additional format should cover all the reflective project's requirements except reflection.

#### Additional formats

The permitted additional formats are:

- **A short film** (7 minutes). Students are free to create whatever type of film they believe will be a valuable component of their reflective project, for example a documentary, a drama, a news report and so on. They can choose to submit a written film script instead (700 words).
- **A spoken presentation** (recorded on audio/video; 7 minutes). A presentation provides students with the opportunity to address in a spoken format aspects of their reflective project. They can choose to submit a written script instead (700 words).
- **An interview** (recorded on audio/video; 7 minutes). An interview allows students to be creative by imagining and developing a discussion between two or more people. They can choose to submit a written script instead (700 words).
- **A play** (recorded on audio/video; 7 minutes). The play should include one or more characters performing a spoken drama that supports elements of the reflective project. It can include dialogue, music and sound effects. Students can choose to submit a written script instead (700 words).

- **A display** (a storyboard or photo essay using up to 15 annotated images; 700 words). A storyboard/ photo essay is usually a linear narrative told through imagery. Students can decide what their imagery will accomplish and how it will contribute to the reflective project overall. For example, it could provide an overview of their reflective project and create points of discussion or illustrate particular ideas.

### Function of additional format

The chosen additional format should support and add information to the reflective project overall. For example, a film or presentation could reflect the different perspectives of the stakeholders involved, or detail the local/global manifestation of the issue, while the written essay contains the central argument(s) of the ethical dilemma.

Crucially, the content of the additional format must be different from the essay. For example, students should not take an argument presented in the essay and then repeat it in the additional format. The two elements should complement each other, each adding value to the other, ensuring that as an overall submission the assessment criteria are satisfied. Repetition or simply reformatting information will lose a student marks.

Whatever format the student chooses, it must be capable of being uploaded for moderation. Live links to the reflective project are not permitted.

### The *Reflections on planning and progress* form

The *Reflections on planning and progress form* (RPPF) requires students to reflect on the challenges encountered during the reflective project, how these can be overcome (looking forward to the next stage of the project), or how they were overcome and what was learned from the process and the changes in approach.

During the project, students have three formal meetings with their supervisor to discuss their planning, progress and any concerns they have. After each meeting they complete the specified section of the RPPF.

The student reflections combined must not exceed 1000 words. Anything beyond this should not contribute to the assessment. Where a RPPF is not submitted, 0 must be awarded for criterion E.

### Penalties

Examiners must not assess any material that exceeds the maximum requirements (for example, 3,000 or 2,000 words for an essay depending on option chosen, 7 minutes for a short film, 1000 words for the RPPF). Information contained in a format that is not stipulated above should not contribute to the assessment by the examiner.

### Mark entry

The use of "NR" ("no response") in RM Assessor<sup>3</sup> is not applicable for the reflective project. Examiners must choose one of the available marks (for example, 1, 2, 3), or award a 0 as indicated in the criteria wording if the requirements are not met and avoid using NR.

### Reflective project subject reports

These reports are written by the principal examiner for the reflective project, taking into consideration the comments of his/her team members. The deadline for the receipt of the subject report by the IB is 15 July/15 January. These should be sent to [subjectreports@ibo.org](mailto:subjectreports@ibo.org).