



Official CAS Journal Instructions

The following questions should be addressed at the end of each activity/project. These are guiding questions. Candidates should write a reflective, continuous text incorporating responses to these questions, and should write about one page for each ten hours of work. You are encouraged to include pictures or brochures from the project along with letters from your supervisor, in addition to your journal entries.

For each activity/project, type the activity title, the number of hours you have completed, and the component you will use: Creativity, Action or Service. On every page, type your name, candidate number (you will receive the final candidate number in senior year) and page number. Use the following questions to help you reflect on each project/activity:

1. Summarize what you did in this activity/project and how you interacted with others.
2. Explain what you hoped to accomplish through this activity/project.
3. How successful were you in achieving your goals? What difficulties did you encounter and how did you overcome them?
4. What did you learn about yourself and others through this activity/project? What abilities, attitudes and values have you developed?
5. Did anyone help you to think about your learning during this activity/project? If so, who helped and how did they help?
6. How did this activity/project benefit others?
7. What might you do differently next time to improve?
8. How can you apply what you have learned in other life situations?

For each activity/project, the activity/project leader should complete the following information on this sheet of paper or in the form of a letter.

Please comment on the candidate's performance in regards to:

Punctuality and attendance: _____

Effort and commitment: _____

Further comments: _____

This activity/project was (circle the desired response):

Satisfactorily completed

Not satisfactorily completed

Activity/project leader's name: _____

Activity/project leader's signature: _____ Date: _____