**OUTLINE of LETTER to the REVIEW BOARD**

Judges, Graduation Project Boards

1231 Main Street (This is your address.)

Charlotte, NC 28270 (This is your city, state, zip code.)

November 15, 2010 (This is the due date of the final review board letter.)

David W. Butler High School

1810 Matthews-Mint Hill Road

Matthews, NC 28105

Dear Judges:

Paragraph I: Use this opportunity to introduce yourself and share what you learned

from the Graduation Project and your senior year.

Paragraph II: Personal Background: This is a paragraph where you may

include a significant experience in your life, a brief personal statement,

a focus on your growth in your senior year or something really

important in your life.

Paragraph III: The Project: Provide the thesis and overview of the research. Be sure

to discuss additional knowledge gained through the research with a

clear explanation of how the product is an extension of the research-

based paper.

Paragraph IV: How did the Graduation Project affect your thinking and/or learning?

Paragraph V: Sentence of appreciation.

Sincerely,

*Signature* (Use black ink to sign your full name in cursive.)

Type Your Full Name