** Advanced Commercial Arts Student Capstone Proposal**

**Student Letter – Proposal / Introduction & Overview**

A one page overview of the entire project from beginning to end. What it will include, what you are creating, what research you intend to undertake to create this final project, what industry feedback you may be soliciting for additional help or resources, a time line of how long this will take, etc..

**The Timeline**

Agree to the following meetings with instructor:

The first will be a review of your student letter - proposal.

The second will be a review of your artwork and project as you near completion of first drafts of your designs.

The third will be a final review of your designs after any changes / additions / subtractions are made. The last portion will be your presentation (\*see below)

**The Research**

The research will have you detailing exactly what assets and parts of the project you need to complete the project as well as the scope of the design.

**The Service Learning Portion**

This will require you to go outside of the class and solicit feedback. This may require you to contact advisory members or industry people who will be able to review and help you. Who could you talk with to get outside feedback on your project? Could your project benefit or help the community on some way? Could your work have beneficial effects outside of the school?

**The Presentation**

You will be presenting your capstone project to a panel of peers, staff, industry people and family. They will be filtering in and out all evening during the event. What will your space look like? How will you present / decorate / design the space?

**The Portfolio**

Your final physical portfolio and digital portfolio should be a broad representation of your skillsets. Any honors, accolades, certifications or awards of merit should be represented within. Between 10 – 15 pieces. Your best work should be presented first and you should be able to easily describe motivations and specifics about your design if asked. This will be included in the Capstone night as applicable.