

HONORS IN ACTION PROJECT

PLANNING AND REFLECTION WORKSHEET

This worksheet is designed to complement and guide the Honors in Action Journal in the Honors Program Guide and to prepare the chapter to submit an Honors in Action Hallmark Awards entry.



HONORS IN ACTION

The Phi Theta Kappa Experience:
Honoring Scholars, Building Servant Leaders

What theme for exploration of the current Honors Study Topic did you select? _____

Why did you select this theme? _____

What is your research question related to the current Honors Study Topic?

Research Sources

What academic publications and experts will you consult? (A minimum of 8 is recommended.) Write a brief description of each source in your journal.

What needs did you discover through your research? How did your investigation lead to ideas for an Honors in Action Project? _____

The Basics

Project Title? _____

Where and when will the project event(s) take place?

Who is your targeted audience? _____

With whom will you collaborate? _____

Will you form committees? If so, describe them.

Have appropriate permissions been attained? Y or N (List steps taken in your Honors in Action Journal)

Describe the leadership roles and actions this project will require.

What specifically will you do to develop the leadership skills and capacity of chapter members and others that they need to effectively contribute to the project? _____

Why did you choose the leadership development workshop/training? How did it have an impact on your project?

What is the action (Service) component of this project? (Action can also include advocacy and awareness.)

How will the chapter publicize the project?

Resources

Estimated funds required for the completion of this project: \$ _____

Itemized Budget:

_____	_____
_____	_____
_____	_____
_____	_____

What resources are needed? How will they be acquired?

Goals

List the specific project goals related to academic investigation, leadership experiences, leadership development, action, collaboration, reflection and outcomes.

How did you determine your goals?

Honors in Action projects satisfy requirements at the Two Star and Three Star Levels of the Five Star Chapter Plan, so the chapter should have at least a Three Star Level Goal in the Plan. See ptk.org/fivestar to set the chapter's goal and to report progress in the Plan.

Impact *(Include participants' quotes and more detailed outcomes in your Honors in Action Journal.)*

What specific measurable outcomes resulted from your work on this project?

What impact did the Honors in Action Project have on your ...

Chapter:

College (beyond your chapter):

Community:

Region and/or Beyond the Region:

Future Implications

What is left undone? What opportunities remain for the future?

What recommendations do you have as a result of the lessons learned?



Visit ptk.org/honors for more information on Honors in Action.