

## Supporting the mandatory reflection sessions

There are three mandatory reflection sessions that are a formal part of the extended essay and should be recorded on the *Reflections on planning and progress form*. Following each session, students are required to complete the relevant comment section on the form and submit it to their supervisor. The supervisor must then sign and date the form and after the final reflection session, the *viva voce*, add their own comment. For more information on the protocols for completing and submitting the *Reflections on planning and progress form* please refer to the section "Protocols on completing and submitting the *Reflections on planning and progress form*".

Following the completion of all three sessions, the form will be submitted to the International Baccalaureate along with the completed extended essay. An incomplete form will impact the examiner's ability to apply assessment criterion E (engagement) and will result in the student receiving a lower mark for this criterion.

### Reflection sessions

The following sections provide guidance with regard to preparing for and undertaking the three mandatory reflection sessions.

- Preparation for the first reflection session
- First formal reflection session
- Preparation for the interim reflection session
- The interim reflection session
- Accommodating a change of direction
- Commenting on a draft version of the extended essay
- Submission requirements
- Preparation for the final reflection session (*viva voce*)
- Final reflection session (*viva voce*)