**About You and Your Supervisor**

* The supervisor is a tool for you; do not abuse or misuse the opportunity to have an expert in your chose subject helping you on your EE.
	+ Always be thankful! Remember you are showing that teacher what an IB student represents. Be prepared, honest, dependable, and communicative.
	+ Know that your supervisor will have the final comment on your meetings when we send the EE in to IB. When we send in your EE, the advisor will be required to write how many hours he spent with you. If the answer to that question is 0, the supervisor must write an explanation. A supervisor cannot make excuses on your behalf in that blank.
* Every time you go to visit your supervisor, you need to fill out the meeting log (we will give you a form) and have your supervisor sign off that you have been there.
* Keep in mind that supervisors may not edit the exact words on your paper. They can give you general comments, answer questions, guide you in the specifics of your subject, and check for plagiarism.
* It would be wise to set up a weekly day and time to meet with your advisor so that both of you get into a routine of meeting at a certain time. WeI don’t want either of you to be waiting to meet while the other forgot and is at home watching reruns of “Cops”.
* Keep in mind that a supervisor may not edit the exact words on your paper. He can give you general comments, answer questions, guide you in the specifics of your subject, and check for plagiarism. Your EE is your work to edit.
	+ Bring specific questions for your supervisor to look at with you. For instance, “Does this paragraph seem to fit with my line of thinking, or am I just wandering off on a bird trail?” (Remember that an EE is a thesis-based paper. Everything you say in your paper should lead back to the thesis/research question.)