

**PBS Course Materials Organization**

In this course you will compile many documents related to your exploration of the biomedical sciences as well as your investigation of the mysterious case of Anna Garcia. Organization of your files will be key to helping you succeed in the course and solve the case. Throughout the year, you will compile a PBS course file, either electronic or physical, to maintain a record of your work. Follow the directions below to organize your course materials.

At a minimum create the headings, tabs, or electronic folders listed below. Note that the Anna Garcia section has additional subfolders. There will be prompts in the activities that will guide you where to file specific documents. Place a check mark in the appropriate column of the PBS Course File – Table of Contents whenever filing a document. You will refer back to documents in your file many times during the PBS course. At the end of the course, you will use everything you have compiled to determine what happened to poor Anna Garcia.

**Section #1 – Anna Garcia Case**

As you progress through the course, you will encounter case evidence, medical history documents, and autopsy reports related to Anna Garcia. Additionally, you will keep an Investigative Notes Sheet for Unit 1 of the course. Type or handwrite notes relating to the Anna Garcia case on this sheet and maintain a copy in the Anna Garcia Case section of your file.

**Subfolders**

* **Investigative Note Sheets**
* **Case Evidence**
* **Medical History Documents**
* **Autopsy Reports**

**Section #2 – PLTW Resource Sheets**

Use this tab/folder to file any general resource sheets that you will use as you complete activities, develop presentations, design experiments, write laboratory reports, and complete other written research.

**Section #3 – Activity, Project, and Problem Documents**

File relevant activity documents as directed by your teacher. Use this section to help you showcase your best work.