

# Portfolio Assessment of Your Work

## *What is a Portfolio?*

A student portfolio is a meaningful and purposeful collection of student work that tells the story of a student's efforts, progress, and achievement in a given area.

The FINAL portfolio must contain 10-15 pieces of high quality work. The front should contain the student's resumé, a course syllabus, and project list. The back of the portfolio should contain journal entries, self-reflections, grading rubrics, and weekly plan sheets.

## *What are some uses of a portfolio?*

- To show the process by which work is done as well as the final product.
- To teach students to become self-evaluators of their own work.
- To show a reflection of student achievement.
- To teach students to develop goals for further achievement.
- To let students and parents know how they are progressing in the class.

## *What can be in your portfolio?*

- Projects
- Art, drawings, or photos
- Assessments (written or performance tests)
- Checklists of skills mastered
- Documentation
- Journal entries or writing examples
- Reflections
- Extracurricular involvement
- Peer Reviews/Recommendations
- Notes from class, meetings, interviews, or conferences

## *A variety of work should be included, such as:*

one notepad example	one set of thumbnail sketches
2-3 business cards	successful/unsuccessful ad (before/after)
brochures	2-3 logos
CD/DVD covers	non-profit organization
Postcard	Greeting Cards (valentine, birthday, special occasion, etc.)

**Refer to project list on syllabus for additional entries**

***It should NOT contain any material that could be considered controversial!***

# Advanced Graphic Communications

## Final Exam Portfolio

### Final Exam Portfolio Requirements

- ☐ All portfolios should be in a clean binder with a cover sheet (either in the front cover sleeve or the front of the binder)
- ☐ All portfolios should include a resumé and cover letter
- ☐ Each project should be mounted to black acid-free paper with a glue stick (ONE SIDE ONLY)
  - Brochures, cards, booklets, and double-sided projects should NOT be glued/mounted
- ☐ Each project should be inserted into a sheet protector
- ☐ Each portfolio should include ONE SET of computer generated THUMBNAILS
- ☐ Each project should be labeled (all labels should be **TYPED** with consistent fonts and in the same location on each page)
- ☐ Choose your BEST work! Your projects should NOT have any mistakes, typos, etc.

### Suggestions for projects:

notepad, business card(s), bound booklet, postcard, brochure, greeting card, package design, logos, poster, multi-page booklet, screen printing example

### Remember:

- odd #'s are better than even
- several versions of the same project should be mounted together and count as one item (see example)

How many projects are required? 10-15 projects (no more than 18!)

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### STANDARDS:

**ACCT-AGD-7: Students will understand and demonstrate the development of a professional portfolio.**

- a) List the criteria for selecting artwork.
- b) Collect and refine all previous graphic design projects.
- c) Develop a professional resume using word processing software. (eg. Word, Microsoft Works or iWork Pages).
- d) Practice giving and receiving constructive criticism of portfolios
- e) List characteristics and content of portfolios for employment and post-secondary admissions.
- f) Critique various types of packaging (case, digital, web pages).

#### **CTAE-FS-1. Technical Skills**

Learners achieve technical content skills necessary to pursue the full range of careers for all pathways in the program concentration.

#### **CTAE-FS-3. Communications**

Learners use various communication skills in expressing and interpreting information.

#### **CTAE-FS-4. Problem Solving and Critical Thinking**

Learners define and solve problems, and use problem-solving and improvement methods and tools.

#### **CTAE-FS-5. Information Technology Applications**

Learners use multiple information technology devices to access, organize, process, transmit, and communicate information.

#### **CTAE-FS-10. Career Development**

Learners plan and manage academic-career plans and employment relations.