

Final Portfolio guidelines – FF: CJVAPS – Fall 2019

The final portfolio is due by January 15 at 11:59 pm.

You are more than welcome to submit it sooner. If you need me to evaluate it and give you the final course grade sooner (if you are graduating, for example), let me know with plenty of time in advance.

The main things:

The portfolio has two main purposes: 1. It's your opportunity to show me the work you've done this semester and get some (brief) feedback from me; and 2. It's your opportunity to reflect on the work you've done and to think about what that work means.

As always, I am not evaluating your English level. I am also not evaluating how objectively "good" or "finished" or "successful" your work is. I am evaluating how clearly you are able to SHOW me these things: that you worked hard on your writing; that you thought in depth about how to make it better; and that you can articulate (using the specific words and concepts we discussed in the course) what you did, what you tried to do, and what you want to do with your writing.

What your portfolio must include:

Your portfolio MUST include at least two main revised pieces of work. Put these two pieces FIRST in the portfolio, in this order (and give them exciting, interesting titles!):

- A 3rd draft of your course writing project. There is NO length requirement for this, but use your common sense. Your essay should be long enough to fulfill the writing purpose which you set for yourself, and to give a satisfying answer to your main guiding/driving question.

- A 2nd draft of your Critical Review. This draft should show significant revision from the first draft (see below for more about what that means).

AFTER these two pieces, please also include, in this order, copies of:

- Your original writing project proposal
- Your first draft of the writing project
- Your second draft of the writing project

(these copies can be with or without my comments on them; it doesn't matter)

You DO NOT need to include anything else—for example, I don't need (or really want) to see your original, unrevised HW assignments. However, if you would like to include any other writing you did in English this semester which you are proud of and want to show me or ask me about, feel free to include it (but please label it clearly).

The overall basic requirement: Revision!

It should be obvious, but the most basic thing I want to see in your final portfolio is evidence that you have considered my comments and your classmates' comments on your previous drafts, and REVISED your work in significant ways.

“Significant” does not mean only changing a few words here and there. It also does not mean just ADDING more content to the piece, without changing what was already there. At the very least, on a micro level, it means going back through what you already had in previous drafts, adding details if necessary, rephrasing awkward or confusing sentences. And on a macro level, if necessary, it means rethinking your approach to the topic, and changing formal elements of the work. To put it briefly—I want you to SHOW me that you have spent quality time and thought on your revision.

Please DO NOT MARK your changes in the drafts (in red or any other color). There's no need to do this – you will verbally describe your changes in your reflective afterword (see below)).

Reflective Afterword:

At the END of your document, I'd like you write ONE or TWO PARAGRAPHS (one page max.) in which you introduce your final revisions to me and reflect on your work. Please title this section "Reflective Afterword."

The key for this afterword is that it must be SPECIFIC. Refer to specific sections/sentences/formal aspects of your work.

In this afterword, please tell me:

- First, what aspects of the drafts did you focus on in your revision? Summarize the work you did. Don't list every single change, but tell me the specific areas you focused on, and mention any interesting details.
- Next, tell me your overall feelings/thoughts about the drafts. Are you happy with them? Did you accomplish what you wanted? If you are still not satisfied with some aspect(s) of the work, which aspect(s)? Did the writing of the pieces frustrate you? In what ways? And how did you overcome this frustration (if you did!)? Be honest and detailed.
- Next, tell me about what the next step in your writing will be. Would you like to continue working on this piece? If so, what specific aspects will you work on? If you feel you are done with this piece, can you say why? What do you plan to do with this piece? (Bury it in a hole, forget about it, maybe publish it (where)?)
- Next, please comment on your general feelings about writing in English, as you look over your semester's work. Have your ideas about writing (in English, or in general) changed? Do you feel more confident or less confident, and why? Do you think you can apply your experience in this course to future projects (which aspects do you think you can

apply, and in what ways?) Are there any things you discussed or practiced in this course which you are still confused about?

- Finally, please write ONE or TWO last question(s) for me, related to writing, English, the course, whatever. What are you curious about after the course? What's still on your mind?

Format:

Copy all this work into ONE file. The file must be in .doc (Word) format. I will take points off your grade if it isn't.

Please make your LAST NAME the first word in the uploaded file name.

You must include your full name somewhere at the TOP of the document. Please don't include your UČO. You do NOT need to include a full title page (unless you really want to).

Please label/title the different parts of the portfolio clearly.

Switch your document language to English and do a spell check before final editing. Check to make sure your punctuation and formatting follow English-language standards. Finally, read over your work and correct simple mistakes. Again, points off if you couldn't bother to do these simple things.

UPLOAD your portfolio to the designated folder on IS. Double check to make sure it is in the right folder!

Final thought:

In writing (as in many things in life), spectacular and fascinating failed experiments are better than lifeless, defensive attempts to avoid any problems or mistakes. Be brave and try something new. If it doesn't work, think about why, and make that "failure" part of the story...