

Senior Seminar Portfolio Guidelines

A Senior Project portfolio is the documented learning journey in portfolio format given to the student's judges prior to the presentation. The judges are able to peruse the student's written work, evaluations and insights related to the Senior Project *before* the student gives his/ her oral presentation.

Since this portfolio will be the first impression the judges have of that student, it may be necessary to remind students of the importance of completeness, neatness and attention to detail. However, it is the student's responsibility to write, rewrite and "clean up" any of the items and to arrange them in a logical order including paginated contents matching the table of contents. The perusal of the portfolio helps give a clearer idea of the student's work and process throughout the Senior Project. The portfolio process should also allow for student choice and voice beyond the requirements. Many students include items like pictures, poetry, letters, photographs etc.

Portfolio items include the following:

- Binder or portfolio folder (new and correct size)
- Title or cover page
- Table of contents with all items paginated
- Divider between sections – **organize in a manner which is logical for your work** Letter to judges (page 58-59)
- Gift of Thanks (pg. 36)
- Letter of intent
- Calendar of activities (Planning Guide)
- Research Paper (final copy version)
- Portfolio possibilities (pg. 33)
- Portfolio Prompts (pg. 42)
- Project related forms (pages 12-15)
- Project related worksheets (pgs. 38-49)
- Sample of Project (if written)
- Presentation related worksheets (pg. 51, 54, 56, 57, 62)
- Resume (see page 60)
- Self Evaluation Forms
- Additional materials such as drawings, charts, graphs, research, interview notes, letters, and photographs

These items should be included in the portfolio. Please review the table of contents of the Pathfinder to become reacquainted with each items listed above. Please read pages 45-63 of the Pathfinder for assistance in gathering information for your portfolio.

Grading Criteria:

- *Personal Voice Evident
- *Organization: Table of Contents and Paginated (Flow)
- *Pride of Ownership; neatness; details
- *Thorough and Complete