

Name: _____ Date: _____

DIRECTIONS You have already completed and submitted an artifact and write-up for each theme and artifact from the first semester of academic work. Now you are to select another assignment that you believe shows your growth over the past months on the five themes. In addition, you are to update the other artifacts that must be submitted (for example: skills resume, PEP, introduction of self, and video self-reflection). You are to submit all artifacts and associated write-ups to your advisor using the Assignments Tool in **Sakai**.

REMINDER: Organize your portfolio around the five themes: Self Knowledge, Collaboration and Community, Communication Process, Research and Assessment Tools, and Technology Tools. Choose one assignment (also called an “artifact”) that you have done this year that illustrates your experience with this theme. For example, if you completed an electronic presentation for Spanish class, you could use this as an example of your experience with Technology Tools. If you created that presentation with a group, you could also use it as an example of Collaboration and Community. The artifact you choose is evidence that you have experience with this theme. You can use an artifact as evidence for more than one theme if you would like. Below each theme are some guiding questions to help you think through what you have created this year that could fit that particular theme.

ONCE you have selected an artifact for each theme, you will complete a short reflection on the artifact that will be submitted to Sakai along with the artifact.

EXAMPLE

THEME: Self Knowledge

ARTIFACT: Attitudes, Beliefs, and Values

REFLECTION: I chose my work done during the attitudes, beliefs, and values lesson because this demonstrates my feelings about my abilities. In this assignment I had to reflect on my previous experiences and what I learned about myself through them. I thought through what my strengths and weaknesses are in each of the five areas. Then I picked out my top strengths and wrote a few words that expanded more upon those strengths. Because of this assignment, I can now better articulate to myself about what I should look for in an internship site.

ONCE you have selected an artifact for a theme, use the questions below as guidelines for writing the reflection for the artifact.

Theme: Self Knowledge

- When have you learned more about yourself through a project or assignment?

Describe Theme Give a description of the theme, in your own words.

Artifact Title

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale Why did you select this artifact? What meaning does it have to you?

Improvement Demonstration Look back to your previous submission for this theme. How do you think you improved on this theme?

Improvement What do you still need to improve on for this theme?

Strength In regards to self-knowledge, what do you think you do well?

Additional Reflection

Theme: Collaboration and Community

- When have you worked with other classmates to create a project or assignment?
- When have you learned more about what “community” means?

Describe Theme Give a description of the theme, in your own words.

Artifact Title

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale Why did you select this artifact? What meaning does it have to you?

Improvement Demonstration Look back to your previous submission for this theme. How do you think you improved on this theme?

Improvement What do you still need to improve on for this theme?

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Strength In regards to collaboration and community, what do you think you do well?

Additional Reflection

Theme: Communication Process

- When have you learned how to speak better or write better?
- When have you learned how to listen better?

Describe Theme Give a description of the theme, in your own words.

Artifact Title

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale Why did you select this artifact? What meaning does it have to you?

Improvement Demonstration Look back to your previous submission for this theme. How do you think you improved on this theme?

Improvement What do you still need to improve on for this theme?

Strength In regards to the communication process, what do you think you do well?

Additional Reflection

Theme: Research and Assessment Tools

- When have you practiced your research skills?
- When have you assessed your own work?

Describe Theme Give a description of the theme, in your own words.

Artifact Title

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale Why did you select this artifact? What meaning does it have to you?

Improvement Demonstration Look back to your previous submission for this theme. How do you think you improved on this theme?

Improvement What do you still need to improve on

for this theme?

Strength In regards to research and assessment tools, what do you think you do well?

Additional Reflection

Theme: Technology Tools

- What features did you have to use on the computer to make your presentations this year?
- Have you learned anything about web design this year? Are there any other technology skills you've learned?

Describe Theme Give a description of the theme, in your own words.

Artifact Title

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale Why did you select this artifact? What meaning does it have to you?

Improvement Demonstration Look back to your previous submission for this theme. How do you think you improved on this theme?

Improvement What do you still need to improve on for this theme?

Strength In regards to technology tools, what do you think you do well?

Additional Reflection

Artifact: Skills Resume

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale What meaning does this artifact have to you?

Improvement How do you think you will improve the next time you draft your skills resume?

Strength In regards to your skills resume, what do you think is your best trait?

Additional Reflection

Name: _____ Date: _____

Artifact: Personal Education Plan

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale What meaning does this artifact have to you?

Improvement Demonstration Look back to your previous submission for this artifact. How do you think you improved?

Improvement What do you still need to improve on for this artifact?

Strength In regards to your Personal Education Plan, what do you think you do well?

Additional Reflection

Artifact: Self-Reflective Video

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale What meaning does this video have to you?

Improvement Demonstration Look back to your previous submission for the video. How do you think you improved?

Improvement What do you still need to improve on for this video?

Strength In regards to this artifact, what do you think you do well?

Additional Reflection

Artifact: Introduction to Self

Artifact Description Describe the artifact in detail.

Artifact Use When did you use the artifact, where, and why?

Artifact Effectiveness What grade and feedback did you receive on the artifact?

Rationale What meaning does this artifact have to you?

Improvement Demonstration Look back to your previous submission. How do you think you improved?

Improvement What do you still need to improve?

Strength In regards to your 'Introduction to Self,' what do you think you did very well?

Additional Reflection