

Name: _____ Date: _____

DIRECTIONS: You already have completed and submitted an artifact and write-up for each theme and artifact from your 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 via the drop box in **Sakai** as well as locate them within your ePortfolio matrix in the "Today" column.

REMINDER: You will organize your portfolio around the five themes of Self Knowledge, Collaboration and Community, Communication Processes, Research and Assessment Tools, and Technology Tools. You will choose one assignment (an example of your work, also called an "artifact") that you have done this year that illustrates your experience with this theme. For example, if you completed a multimedia 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 provides evidence that you have experience with this theme. You can use an artifact as evidence for more than one theme if you would like. Beneath the name of 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 and included in your ePortfolio.

COMPLETE the template below thoughtfully and thoroughly. See the example for ideas.

EXAMPLE

Theme Collaboration and Community

Artifact New Orleans Project

My theme is collaboration. To me collaboration is more than just working with people, it is building a team and using each other's strengths to do the best job possible on whatever it is your doing. What I have chosen to demonstrate collaboration is a project I have been and am still working on. The goal of the project is to help people in New Orleans. In this project, seven other students and I are working on several parts including a proposal, PowerPoint, and papers. We all have put our all into this project and played off each other's skills. I wanted to use this because it was a time that really helped me in working with groups and was very beneficial. We all have things that we are good at so what we did was sit down, talk in depth on this, and assign each person a part to do. So far this project has been a success and we could have done it without help from each other. I have included a paragraph that I headed for our work but the others helped me perfect it and the teacher has told me it is great. I have really enjoyed this project and will take the skills I have worked on to other projects so that they can be successful, too.

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ePortfolio – Personal Portfolio Assignment, *Today* submission

Theme Self Knowledge

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

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 – How can you further improve this artifact?

Demonstration of Improvement – Look back at your previous artifact for this theme. List and describe two ways that you have improved on this artifact from the previous one.

Strength – In regards to this artifact, what do you think you did 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?)

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 – How can you further improve this artifact?

Demonstration of Improvement – Look back at your previous artifact for this theme. List and describe two ways that you have improved on this artifact from the previous one.

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

Additional Reflection -

Theme Communication Process

(When have you learned how to improve your speaking or writing? When have you learned how to improve your listening skills?)

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 – How can you further improve this artifact?

Demonstration of Improvement – Look back at your previous artifact for this theme. List and describe two ways that you have improved on this artifact from the previous one.

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

Additional Reflection -

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Theme Research and Assessment Tools

(When have you practiced your research skills? When have you assessed your own work?)

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 - How can you further improve this artifact?

Demonstration of Improvement - Look back at your previous artifact for this theme. List and describe two ways that you have improved on this artifact from the previous one.

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

Additional Reflection -

Theme Technology Tools

(Which PowerPoint features did you use to make your presentations successful this year? What have you learned about web design this year? Are there any other technology skills you've learned?)

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 - How can you further improve this artifact?

Demonstration of Improvement - Look back at your previous artifact for this theme. List and describe two ways that you have improved on this artifact from the previous one.

Strength - In regards to this artifact, what do you think you did 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 hold for you?

Demonstration of Improvement - Looking back at your previous submission, how have you improved on this submission to your skills resume?

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

Strength - In regards to your skills resume, what do you think is currently 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 hold for you?

Demonstration of Improvement - Looking back at your previous submission, how have you improved on this submission to your skills resume?

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

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

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 artifact hold for you?

Demonstration of Improvement - Looking back at your previous submission, how have you improved on this submission to your skills resume?

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

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

Additional Reflection -

Artifact Introduction of 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 hold for you?

Demonstration of Improvement - Looking back at your previous submission, how have you improved on this submission to your skills resume?

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

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

Additional Reflection -