



## Literacy at Hartford Public High School

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### 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.

### What are Some Uses of a Portfolio?

- To show growth or change over time.
- 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 literacy, growth and learning.
- To teach students to reflect on their own achievements.
- To teach students to develop goals for further achievement.

### What Can Be in a Student's Portfolio?

- Essay writing, logs or journal entries. Both narrative or expository writings would be appropriate.
- Collections
- Surveys of knowledge, skill or attitudes.
- Reflections
- Assessments
- Documentation
- Photos or drawings.
- Concept maps or webs.
- Time lines.
- Flowcharts.
- Bullet Charts.
- Checklists of skills mastered.
- Reviews of literature read or studied.
- Peer Reviews
- Notes from class, meetings, interviews, or conferences.

Most all items in a portfolio should be accompanied by annotations which explain to the audience the significance of the entry. Simply placing a document by itself may not communicate to the examiner of the portfolio why that document is evidence of some significant learning.

### Criteria for Evaluation of a Quality Portfolio, A Scoring Rubric

For each of the following characteristics listed below a score is given with the following rubric.

Strongly exhibits this characteristic - 5  
Adequately exhibits this characteristic - 3  
Little exhibition of this characteristic - 1  
Characteristic not present - 0

### Characteristics for Evaluation

- Does the portfolio show growth or change over time?
- Does it include the process by which work is done as well as the final product?
- Does it demonstrate thoughtful reflection on one's own achievements and learning?
- Does the portfolio identify or develop goals for further achievement?
- Does the portfolio contain an adequate amount of information?
- Does the portfolio contain adequate quality in individual pieces?
- Does the portfolio contain adequate variety in the kinds of things included?

Consider carefully how you might include some of these ideas into your student folders, where you already keep track of student work. How could they easily change into portfolios?