art of place portfolio guide

Portfolios due on the last day of class--Friday, March12, 2004.

A portfolio is a collection of work. Writing, drawing, painting, documentation of 3D projects, research and more can be collected in a portfolio. The portfolio you submit for evaluation at the end of fall quarter will reflect the stages of development in your projects, and will demonstrate your understanding of the key concepts of the program.

Writing Introductions

Your portfolio and section introductions should include a discussion of your relationship to the work. What would you like the reader to know about what you feel you gained from doing the project? Your introduction helps guide the reader through the materials you have included. Introductions should discuss personal reflections on the work, significant learning that occurred through the work, and your evaluation of it. Think of it as a more informal, mini evaluation of each project.

Begin the process by brainstorming ideas to include in each introduction. Remember—just write down your ideas, don't critique them yet. Once you have your ideas down, begin to organize them into categories. Just as in the evaluation writing process, the more specific your examples are, the better. For example, if you are talking about having learned how to write a thesis, point the reader to transitions and improvements from draft to draft.

Personalize your writing by describing incidents and interactions among class members as well as with people you met in the course of your research. You can help illustrate your learning by saying how you would do things differently next time based on how your process worked or didn't work this time.

Required Categories

Table of contents: to guide the reader through each section of the portfolio.

Introduction: the portfolio should have an overall introduction of 1-2 pages that discusses themes and relationships among the projects you did this quarter, and gives the reader an overall sense of what you learned.

Section Introductions: each section should have an introduction that specifically deals with your thoughts on the project in that section.

Seminar: Include all writing for seminar, including study guide responses, seminar notes, and notes on the text.

Personal Mandala Project: (include a picture and email a digital copy). include all drafts, sketches and process pieces.

Personal Mandala Narrative: including all drafts of the work and writing tutor meetings, author's notes and final draft.

Mandala Compare/Contrast Essay: include images and all drafts of writing.

Thesis Research Paper: Research documentation for your paper, including all drafts of thesis development and writing, copies of most relevant research documents gathered etc.

Photoshop Mandala: a print and a brief critique of the work.

Adbuster Assignment: all documents related to developing your idea--original photos and images, ad inspiration, sketches, mock-ups, early versions.

Political Poster Assignment: ditto.

Evaluations: Copies of your self and faculty evaluations.

Other potential areas:

Bibliography: a list of resources used in developing and carrying out your work.

Correspondence: letters and emails.

Notes: all of your trip and class notes from the quarter.