

Process Portfolio Final Submission

Task: Submit your Process Portfolio for assessment. The focus of this assignment is the submission of all work completed in this course but especially your reading assignments + work in class on webnote 99.

The Process Portfolio: I will let you know when you need to bring your Portfolio to class.

Process Portfolio (hardcopy only):

Portfolio must include the following:

1. Your Process Portfolio should be ready for our Portfolio Conference. We will agree a date for the conference together. The Conference will take place in class. You need to print **webnote 515** for feedback and bring this to the conference. This webnote has the rubric and the feedback sheet on any possible changes that might be needed.
2. Note taking based on reading assignments on **Webnote 502**. This is posted on the website:
Link is here:
<https://docs.google.com/document/d/1Ey9sN8EoUIyz2XECphd5JI5xz3G GbtfALQ6i6pOMd4w/edit>
3. Notes should be organised according to the specific unit of the course e.g. Section 2, 2.5 Elasticity etc. The Portfolio should be well organised with sections separated and easily accessible. Read the PF Rubric carefully.
4. **Relevant assessment documents** should be printed and submitted in the Process Portfolio. Webnote 515 is needed for your conference (rubric) and it also has a feedback page. Study this document carefully before submitting your Process Portfolio and bring a hard copy of the assessment feedback 515.
5. Evidence of your work in class is required. I will ask to see samples of the work you completed on **Webnote 99** and the **Big Questions/IBQ** that we covered in class (hardcopies only). Other items that should be in your Process Portfolio include:
 - Notecards: Reading of syllabus as per webnote 502
 - Real world examples that you acquired during the course (webnote 99)
 - 99's for each section of the syllabus covered to date. At least 2 99's should be fully completed for each sub section of the syllabus.
 - Any other resources you consider appropriate

Some class time will be given to help you to prepare your Portfolio.