SPRING PORTFOLIO   English 8

Written work will be submitted in a digital format via a portfolio folder in Dropbox. The following is an outline of what will be included in your final portfolio:

- Reader/writer letter introducing your collected works & reflecting on your writing progress & reading life (THIS IS NEW!! See page 2)
- DRAFT #2 – indelible moment
- DRAFT #3 – photo memoir
- DRAFT #4 – review
- DRAFT #5 – cited commentary
- DRAFT #6 – quickwrite expanded (THIS ONE IS NEW!!!)

DRAFT #6 – Check back through your notebook and select *any* quickwrite to expand. Yes, you will have to write more than you initially did in 4 minutes on your notebook page. Develop the piece however you would like with that initial quickwrite as your inspiration. This means you might be writing something essayistic or telling a true story or you could even be writing something fictional. It should be MLA formatted, 1 ½ to 2 pages long, and your original work.

Please submit writing as MSWord documents whenever possible (except your multi-genre pdf). ALL papers need to be CLEAN copies ONLY. (This means make any changes you want (or not) but delete comments from feedback, or accept changes if you've been using "track changes" as you revise). Even if you don't make significant changes, be sure to format correctly, and proofread for surface errors.

PROVIDE DOCUMENT NAMES FOR YOUR WORK AS FOLLOWS *

- LastnameDRAFT#_.docx**   (Ex. WilliamsDraft#_.docx)
- LastnameLetter.docx   (Ex. WilliamsLetter.docx)

*Leaving the .docx or .doc after the document name will allow the document to be opened in Dropbox without download. To change names of already named pieces, find the document, and without opening it, right click. Choose "rename" and fix the name, then "enter."

STEPS TO COMPLETE YOUR FINAL PORTFOLIO SUBMISSION

1. Open Dropbox and Sign In
2. Open our shared submissions folder
3. Create a New Folder and title it Spring Portfolio
4. Use Move or Upload to put the required and CORRECTLY titled pieces in the folder

EVALUATION

Your Spring Portfolio will receive a score for being on-time and complete (all 6 documents requested).

In one page or so, introduce your portfolio to your audience (in this case it is primarily Mrs. C, but you can go bit broader if you'd like). So start with "Dear Mrs. C," or "Dear Reader,".

You might/should address the following kinds of questions about your writing:

- Why/how do the papers you've included represent you as a writer?
- A brief note about what progress you have made as a writer, as well as what you still need to work on.
- How did WRITE CLUB (that's your small writing group) impact your writing?
- Anything else to show how conscious you are of your own writing processes and your development as a writer of academic prose and/or creative ventures.
  - What do you *know* now that you didn't before?
  - What can you *do* now that you couldn't before?
  - Why does any of this matter?

You might/should address the following kinds of questions about your reading:

- Why/how do the books you've selected reflect you as a reader?
- Consider things you've discovered, ways you've surprised yourself, or just things you've noticed.
- A brief note about what progress you have made as a reader, as well as what you still need to work on.
- At some point mention the best book you've read since you've been in room 251. Perhaps share a bit about why it's so good.

Be confident, but acknowledge the faults you have or challenges you face. Honesty is good here, as you're trying to "prove" that you are self-reflective and aware.

Think of the letter as a "formal conversation" – you are speaking to a teacher, not a friend, but it is not a formal "report" either. Give it some *personality.*

Please end the letter with either "Sincerely," or "Best regards," and your name at the bottom.

You don't have to use a strict letter form with address headers and inside address at the top, but make it look neat and professional.

Spend some time on the letter: It's the first piece the reader will see in your portfolio, so it's important.