

**Sample Assignment**  
**Final Project Guidelines**  
**English 1102 Competency Portfolio**  
**Spring 2009**

This course emphasizes the composition of research-based multimodal arguments through a rigorous, rhetorically sensitive, and reflective process. In short, the course teaches the following habits of good writing:

Rhetoric	<ul style="list-style-type: none"><li>• consider the rhetorical situation, specifically the relationships between context, audience, composer, and argument</li></ul>
Process	<ul style="list-style-type: none"><li>• draft, revise, edit</li><li>• offer and receive feedback on work in progress</li><li>• reflect on the composing process and performance</li></ul>
Argument	<ul style="list-style-type: none"><li>• craft a purposeful stance on an issue</li><li>• demonstrate critical thinking</li><li>• persuasively organize ideas</li></ul>
Research	<ul style="list-style-type: none"><li>• find and use credible evidence in support of a stance and in rebuttal to counterarguments</li></ul>
Attribution	<ul style="list-style-type: none"><li>• borrow and cite ideas, words, images, etc. from other composers skillfully, ethically, and appropriately</li></ul>
Conventions	<ul style="list-style-type: none"><li>• demonstrate appropriate control over genre, language, punctuation, style, and citation to suit audience</li></ul>
Modes and Media	<ul style="list-style-type: none"><li>• integrate multiple modes of communication (written, oral, visual, electronic, nonverbal) ethically and skillfully</li><li>• select an appropriate medium for delivery of the argument</li></ul>

In order to demonstrate that you have met the stated competency areas, you will compile a digital portfolio. A portfolio selects evidence from a body of work and describes how that evidence meets particular goals. For example, the addition of a counterargument and rebuttal to the second draft represents not only engagement in the writing process but also a clearer understanding of how to make an argument for a skeptical audience. In a portfolio, reflection is as important as the quality of evidence. In other words, being able to say why you made certain changes is as important as making those changes. When you can say why you made a change in revising one draft, you are more likely to remember that reason next time you are faced with a similar composing task. Thus, this portfolio serves multiple purposes for your learning:

- It enables you to document how your efforts have met the stated course goals.
- It requires you to reflect on your learning this semester, which research indicates will improve your ability to transfer these skills to other situations.

### Audience

Assume that your audience for this portfolio did not participate in this section of ENGL 1102 but is familiar with GA Tech's Writing and Communication Program.

## **Setting-Up Your Portfolio**

Using the steps below, create a folder for all the materials you are submitting in this portfolio.

1. Create a folder
  2. Name it gtid#.WOVENportfolio where gtid# is your GA Tech identification number
  3. In this file, select Save AS, place it in the portfolio folder created in step 2 above, and name it: gtid#.oralreflection
- 

## **Submission Requirements for Oral/Nonverbal**

For this portfolio assignment, you will write a reflective essay about your experiences with delivering a presentation.

In the boxes below, write short reflective essays (200-400 words) that respond to the following questions. This means composing a response of at least three to four paragraphs per question.

1. In the Final Oral Presentation in this course, identify your strengths and weaknesses in responding to the needs of the listening audience (e.g., attention-getting devices, organization, repetition, signposts, transitions, timing, visual aids).
  2. In the Final Oral Presentation in this course, identify your strengths and weaknesses in controlling the aural channel (e.g., pace, pitch, paralanguage, tone, volume).
  3. In the Final Oral Presentation in this course, identify your strengths and weaknesses in controlling the body (e.g., eyes, gestures, posture, movement).
- 

## **Submission Requirements for a Written Artifact**

**Selection** From the texts you have produced in this course during this semester, select one artifact and all relevant drafts that emphasizes formal conventions of Standard **Written English** such as

- A. Written critique (Second assignment)
- B. In-class critique (Third Assignment)

## **Step 2. File Management**

1. Select SAVE AS

- a. Save to the Portfolio folder created in “Setting-Up Your Portfolio”
  - b. Rename the file using this convention: gtid#.written.final
2. If you want to include additional drafts, please follow the SAVE AS steps above and name the files sequentially (e.g., gtid#.written.second, gtid#.written.third)

**Compose Reflection** Respond to the prompts below. These brief essays (200-400 words each) should demonstrate your ability to analyze your own work using the concepts discussed in this course. This means composing a response of at least three to four paragraphs per question.

1. Describe the processes you have used effectively in composing the paper that you believe are worth repeating when you do another project. Consider planning, collaboration with peers, using library resources, revision techniques, editing techniques, and the timing of your drafts.
2. Explain how your paper uses more than words to achieve your purposes. Consider spacing/leading, margins, paragraph breaks, text styles, layout, design, headers, images, fonts, color, and other graphic elements.

### **Submission Requirements for a Visual Artifact**

**Selection** From the texts you have produced in this course during this semester, select one artifact and all relevant drafts that meet the following criteria that emphasizes **visual design** such as

- a. Multimedia element of Final Oral Presentation(Fourth Assignment)
- b. PowerPoint Slides for Final Oral Presentation (Fourth Assignment)
- c. Web site Critique (Third Assignment)

### **Step 2. File Management**

1. Select SAVE AS
  - a. Save to the Portfolio folder created in “Setting-Up Your Portfolio”
  - b. Rename the file using this convention: gtid#.visual.final
  - c.
2. If you want to include additional drafts, please follow the SAVE AS steps above and name the files sequentially (e.g., gtid#.visual.second, gtid#.visual.third)

**Compose Reflection** Respond to the prompts below. For questions 1-2, be sure to offer a unified, coherent argument supported by direct evidence from the drafts. These brief essays (200-400 words each) should demonstrate your ability to analyze your own work using the concepts discussed in this course. This means composing a response of at least three to four paragraphs per question

1. State the ways in which the media design you have composed or analyzed is effective. Make sure to consider purpose, audience, argument, evidence, and language conventions.

2. Explain how your design or critique of design uses more than words to achieve your purposes. Consider layout, design, headers, images, fonts, color, and other graphic elements.
3. Describe the processes you have used effectively in composing or analyzing the design that are worth repeating when you do another project. Consider planning, collaboration with peers, using library resources, revision techniques, editing techniques, and the timing of your drafts.

### **Submitting Your Portfolio**

In your folder, be sure that you have included:

- oral reflection
- written artifact
- written reflection
- visual artifact
- visual reflection

***Deadline: Please e-mail the complete folder to me at <[kfarley6@mail.gatech.edu](mailto:kfarley6@mail.gatech.edu)> by 5:00 p.m. on Tues. May 4, 2009.***