**CE 12 Where am I going? Unit – College Portfolio**

This portfolio, focused on your future plans, has three main parts: an action plan, a current résumé, and at least one college application essay. Follow the directions and timelines below to ensure you complete your portfolio in a timely manner and with attention to detail.

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| **Mapping out my future:**  **Action Plan**  This typed plan should include the following specific details:  Plan #1   * Why? Is it realistic? * Advantages/Disadvantages * Steps I need to complete this plan   Back-up Plan   * Why? Is it realistic? * Advantages/Disadvantages * Steps I need to complete this plan   Long-term goals | **Résumé**  This typed resume should adhere to a common format and include the following:   * Objective * Profile * Education * Work Experience * Volunteerism * Activities * Awards * Skills * Relevant quotes from 3 references   See the attached template as an example. | **College Application Essay**  Select one college you know that you are going to apply to and work the essay through the writing process. We’ll be drafting, rewriting, peer editing, and revising in class. You should be able to use this essay as part of your application packet to the college or university of your choice.  Write this with the reader in mind. What are readers looking for? They want to get a sense of who you are as a person (and to see if you can write). Are you going to fit in at this school? Are you going to stay? Are you an interesting person? Are you going to contribute to the environment of the school? What kind of thinker are you? |

**Portfolio Rubric**

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| **Action Plan- 25 points** | **Résumé- 25 points** | **Application Essay- 50 points** |  |
| **STRONG- 25 points**  *Plan is detailed, realistic; evidence of critical thinking and planning; supporting evidence is clear and detailed.*  **MASTERY- 20 points**  *Plan is less detailed; supporting evidence is provided but could use more; consideration of future is present, but lacks depth.*  **GROWING- 15 points**  *Plan lacks detail; cursory attempt; missing supporting evidence and explanation; little thinking behind plan.* | **STRONG- 25 points**  *Fulfills all requirements by having each section represented with detailed and appropriate information; presents self in best possible light; grammar and spelling enhances the presentation.*  **MASTERY- points**  *Includes all required categories with only one or two minor categories missing; details are strong and compelling; presents self in a good light; grammar issues don’t harm the presentation much; spelling is accurate.*  **GROWING- 15 points**  *Missing one required category or more than two minor categories; details are not fully developed; doesn’t present self in a dynamic way; dull, boring, incomplete; grammar errors detract from presentation.* | **Ideas + supporting details- 10 points**  *Has a clear focused message, which holds the reader’s attention; rich details enhance and develop the theme.*  **Organization- 10 points**  *Structure enhances and showcases the central idea; has a clear beginning, middle and end. Fits the purpose of the prompt.*  **Voice- 10 points**  *Reader gets a clear picture of who the writer is. Uses details and language to connect with the reader. Writing is honest, personal, and engaging.*  **Length- 10 points**  *Meets the requirements set forth by the college application*.  **Presentation- 10 points**  *Layout meets requirements; topic and details are appropriate; grammatical structures are correct.* |  |
| TOTAL |  |  |  |