

Portfolio PROJECT FORM

for Portfolio Entries for the BS in Technical Communication at UHD

Instructions: Complete ONE of these forms for EACH PROJECT in your portfolio; include the form in front of each project in your portfolio.

Project Title:

1. In which course did you develop the project?

2. In which semester did you take the course?

3. Describe the client/audience for whom the project was designed.

4. What needs of this client/audience did you meet with this project?

5. Complete the attached chart for your project to indicate which learning outcome(s) are addressed by this project and explain briefly how it meets the outcome.

6. Was the project a collaborative project? YES NO
If "yes", please describe your role in the project:

7. Was the project an editing project? YES NO
If "yes", be sure to include both the before and after versions.

5. Objectives Chart for Portfolio Project

Objective	Check all objectives that this project meets	For each outcome you marked, explain how you think the project meets the outcome (1-2 sentences is fine)
1. Design information for print and electronic formats, using multiple modalities		
2. Produce materials that address contexts (real or simulated) outside the classroom		
3. Produce documents that meet the needs of diverse audience (same topic for more than one audience such as old/young, lay/technical, multicultural)		
4. Conduct and use research effectively		
5. Use ethical standards in citation, visual design, and language		
6. Write clearly and effectively		