SENIOR PORTFOLIO REQUIREMENTS

Effective for the Graduating Class of 2020

The portfolio must be in an electronic format that is professional and visually appealing. The portfolio is expected to be web-based and organized in a clear format, with all requirements easily identified.

The requirements include:

- **COVER LETTER:** A letter that could be sent with a resume when applying for a job.
  - This would include a **personal introduction** that describes who you are, what you have learned and/or been involved with in high school, how those experiences have shaped you, and what you will take with you beyond high school.
  - Additionally, it would include a description of your post high school **goals**. This should be in letter format either attached as a document or directly posted on the website.

- **RESUME:** A resume that includes extra curricular activities, volunteer work, work experiences, and any additional appropriate information that promotes your work ethic and experiences.

- **WORK SAMPLES + REFLECTIONS:** A minimum of 7 work samples, each with a reflection, on why the work reflects your growth, and which expectation the work demonstrates. Visual representations of your work are encouraged!
  - Included in your work samples should be one work sample connected to each of the 7 expectations. (Some work samples might address more than one expectation, but you are expected to choose ONE unique piece of work for EACH expectation.)

- **ORAL DEFENSE:** On portfolio night you will be sharing and describing the work presented in your portfolio with teachers, administrators, Board of Education members, and other staff members. After going through the items you included in your portfolio, you will be expected to orally defend how you have demonstrated meeting all 7 of the school's learning expectations, and how those skills transfer to your plans after high school. This is not an essay you type ahead of time, and should not be "read" to those viewing your portfolio. Instead, be prepared with the talking points you want to include about each work sample.