

## Writing Portfolio

The purpose of the writing portfolio is for the student to have an organized display of several original compositions for future reference.

The student will need a ½"-1" three-ring binder. This binder needs to be neat looking, no cartoon/graphics/etc. on the cover. A solid color binder gives the neatest appearance. As an alternative to the binder, the student may choose to have the writing portfolio bound.

The student will need to revise and correct the graded essays to be added into the portfolio. All essays need to be the original compositions of the student. The format for the portfolio is:

### Title page:

Writing Portfolio

*The title called Writing Portfolio should be centered on line 20  
Do not underline or italicize the title.*

Student's name  
School year

*The student's name should be centered on line 30  
The school year date (2017-2018) should be centered on line 31*

### Table of Contents page:

Table of Contents

The title Table of Contents should be centered at the top of the page (do not violate the margin).  
Double space after the title to enter the contents.

The remainder of the contents should be listed in an organized manner.

### Introduction pages:

(title in Table of Contents)

The title **Introduction to *Title of paper*** should be centered at the top of the page, double space after the title, then type a one-paragraph explanation of the following essay selection. The explanation should include the purpose for the essay, NOT a summary of the paper.

### Sample papers:

(student's essay)

The student's revised and corrected essay. Do not include the graded essay.

**The Writing Portfolio constitutes 50% of the midterm and the final exam grade. Several extra credit options are available. Be sure to refer to your classroom notes for these options.**