

Writing Intensive Course Portfolio Checklist

Semester: _____

Instructor name: _____

Course # and section: _____

First Portfolio (Instructor-based)

- Syllabus
 - Formal writing assigned (at least 20 pages of student writing)
 - Informal writing assigned (at least 10 pages of student writing)
 - Grading and assessment criteria
 - Contains “Writing Intensive” statement
- Formal writing assignment prompt(s) (equals at least 20 pages of student writing)
- Informal writing assignment prompt(s) (equals at least 10 pages of student writing)
- Grading rubric
- _____ (#) student evaluations
- Other documents (if applicable)

Second Portfolio (Student-based)

- _____ (#) drafts in the A to B range with comments
- _____ (#) drafts in the C to D range with comments
- _____ (#) drafts in the D to F range with comments
- Multiple students’ drafts