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# Rhetoric & Composition Portfolio Overview

## Portfolio Overview

A complete graduation portfolio consists of an author's biography, a minimum of six texts or artifacts (each accompanied by a brief introduction), and a critical reflection of 1200 to 1500 words. Assignments uploaded to your online portfolio will come from each of your completed Rhetoric and Composition courses. The critical reflection demonstrates your understanding of rhetoric and your development as a writer while a student at GSU.

While every student will include at least one text or artifact from both English 3050 and 4320 (the CTW requirement and the Senior Seminar), their other courses will vary, depending on each student's choices of electives within the concentration. Students will also include artifacts from the classes they are enrolled in during the semester they submit the portfolio (choosing from assignments they have created before the midterm).

Students must create a digital portfolio online by either creating a website using sites.gsu.edu with a GSU campus ID and password or by choosing another online program to create the website. All required components (bio, six to eight artifacts, and critical reflection) should be linked from or embedded in the digital portfolio. Students will submit the URL for the digital portfolio through the Chalk & Wire system.

## Evaluate Your Chalk & Wire Experience

Prior to submitting your portfolio please take a moment and evaluate your experience using Chalk and Wire. Your feedback will help to shape the portfolio submission process for future students.

| **FORM** A&S Student Chalk & Wire Use-SP17 |
| --- |
| **LAST UPDATED** |

**NEW** **REQUIRED**

Select your degree concentration

- ○ Literature
- ○ Rhetoric and Composition
- ○ Pre-Education
- ○ Creative Writing

**NEW** **REQUIRED**

Evaluate the instructions you have recieved about the usage of Chalk & Wire

| | | Did not use | Excellent | Satisfactory | Unsatisfactory |
| --- | --- | --- | --- | --- | --- |
| 1 | Clarity of instructions for accessing Chalk & Wire | ○ | ○ | ○ | ○ |
| 2 | Clarity of assignment instructions embedded in Chalk & Wire | ○ | ○ | ○ | ○ |
| 3 | In-class training by Center for Excellence in Teaching and Learning | ○ | ○ | ○ | ○ |
| 4 | In-class support by faculty | ○ | ○ | ○ | ○ |

**NEW** **REQUIRED**

Rate the ease of use for the C&W tools and features

| | | I knew it existed, but did not use | Didn't know this existed | Very easy to use | Easy to use | Somewhat difficult to use (I needed some support) | Difficult to use (even with support, it was challenging) |
|---|---|---|---|---|---|---|---|
| 1 | Navigating the Chalk & Wire site | ○ | ○ | ○ | ○ | ○ | ○ |
| 2 | Creating your portfolio | ○ | ○ | ○ | ○ | ○ | ○ |
| 3 | Customizing your portfolio | ○ | ○ | ○ | ○ | ○ | ○ |
| 4 | Uploading files (Doc, PPT, PDF) | ○ | ○ | ○ | ○ | ○ | ○ |
| 5 | Uploading media (video,audio) | ○ | ○ | ○ | ○ | ○ | ○ |
| 6 | Using text boxes | ○ | ○ | ○ | ○ | ○ | ○ |

NEW

Please tell us about your experience with Chalk & Wire.

Things that worked well, suggestion for changes, etc.

## Contact Information

Please contact Dr. Baotong Gu (bgu@gsu.edu) if you have questions about the Senior Exit Portfolio guidelines.

# Portfolio Purpose and Audience

## Portfolio Purpose and Audience

The graduation portfolio is an assessment of your learning in your coursework in the English major. Portfolio reviewers—faculty in the Rhetoric and Composition concentration—are especially interested in seeing what skills you have gained, which writings you can produce, what rhetorical principles you know and can apply, and how critically you think about your work. This is a summative review of your learning in the Rhetoric and Composition concentration.

You will discuss the portfolio purpose and audience in more detail in your English 4320 course, and receive guidance from that instructor on the writing of the critical reflection for the portfolio. You also may wish to seek the advice of a faculty member in the concentration outside the 4320 class if they are already familiar with your work.

Your graduation portfolio will be published publicly online for the evaluation process, and therefore potentially accessible by anyone browsing the Web. You must consider intellectual property issues (permissions, copyright of texts and visuals, proper citation), ethics, and the appropriateness of your documents for public distribution. After you have received your passing portfolio evaluation, you may wish to revise your portfolio for a non-GSU audience and/or make your digital portfolio private. If you would like to keep your portfolio private for the evaluation process, create a password for your digital website and include the password for evaluators in the Chalk & Wire text box.

## Portfolio Assessment

Each portfolio will be read by two English Department faculty members who teach in the Rhetoric and Composition concentration. If your portfolio is determined to be insufficient or incomplete in any way, you will be notified by a staff member in the English Department and asked to revise and resubmit your portfolio. If you are required to resubmit, please make an appointment with a Rhetoric and Composition faculty member for guidance. You will receive an email with your scores and comments for each faculty reader.

# Before Beginning Portfolio

## Before Beginning Portfolio

All students must register with the Graduation Office three semesters before their anticipated graduation date. There is a fee for the Graduation Audit. If your anticipated semester of graduation changes, please communicate with your departmental advisor and the Graduation Office.

All Rhetoric and Composition concentration students must take ENGL 3050 Introduction to Rhetoric and Composition and 4320 Rhetoric and Composition Senior Seminar before graduation. Engl 3050 is a prerequisite for Engl 4320 and these courses should not be taken concurrently. We recommend taking 4320 as close to graduation as possible, in one of your last two semesters. ENGL 3050 and 4320 are offered in the fall and spring terms, but not in the summer sessions. Contact Heather Russell (heather@gsu.edu) in the English Department Undergraduate Studies office for approval to register for ENGL 4320.

Note: On occasion, 4320 Senior Seminar may not be offered every semester. Students should schedule classes accordingly.

# Selecting Your Artifacts

## Selecting Your Artifacts

Select your six texts (or eight) artifacts from assignments you completed during any of the following Rhetoric and Composition courses.You should have one artifact from every Rhetoric and Composition course you have taken in the past or are currently taking:

- Engl 3050. Introduction to Rhetoric and Composition (CTW)
- Engl 3080. Persuasion: History, Theory, and Practice
- Engl 3090. Exposition: History, Theory, and Practice
- Engl 3100. Composition Studies: History, Theory, and Practice
- Engl 3105. Practical Grammar
- Engl 3110. Technical Writing
- Engl 3115. Multimodal Composition
- Engl 3120. Digital Writing and Publishing
- Engl 3120 Advanced Grammar
- Engl 3125, Digital Media Studies
- Engl 3130. Business Writing
- Engl 3135. Visual Rhetoric
- Engl 3140. Editing for Publication
- Engl 4203. Special Topics in Rhetoric and Composition
- Engl 4205 Literary Editing and Publishing
- Engl 4320. Senior Seminar in Rhetoric and Composition
- Engl 4500 Internship
- Engl 4510/6510. Grant and Proposal Writing
- Engl 4521. Archival Research Methods

# Required Parts of the Portfolio

This section does not contain any content.

# Author's Biography

## Author's Biography

(250 words or less): Introduce yourself to your readers. Include background information, images, and relevant details about yourself, such as: your major and minor, how long you've lived in Atlanta, your future career plan or goals, honors or awards, favorite quotation, and/or activities you've participated in during your studies—especially internships, key courses for your future career or your favorite courses, or any clubs, hobbies, volunteering, or jobs held.

# Critical Reflection

## Critical Reflection

A separate text from the rest of the portfolio, this reflection will describe and evaluate your learning and experience as a student in the concentration.

Requirements:

- Length will be between 1200 and 1500 words.
- Genre will blend aspects of personal narrative with persuasive and expository writing.
- Tone and voice should be professional.
- Audience is faculty in Rhetoric and Composition at Georgia State University, but also admissions committees for graduate programs and professionals involved in hiring and job searches.
- Content should develop responses to these prompts:
  - What is your current definition of "rhetoric"? Which theories, figures, readings, assignments, and/or courses have most contributed to your understanding of rhetoric and its purpose in the world?
  - Provide your own definition of "critical thinking," and discuss specific examples showing how your reading, research, and writing have applied, and demonstrate, critical thinking.
  - In what ways do you think you have grown the most as an author and producer of texts? How have your views, attitudes, and understanding of your writing process, revision, and editing changed?

# Artifacts and Introductory Statements

## Artifacts and Introductory Statements

The online digital portfolio should include six to eight artifacts (depending on the number of Rhetoric and Composition classes you have taken). You should include one artifact from each Rhetoric and Composition class you have taken or are currently taking. The assignments you select should—when taken together—represent your learning, growth, and course experiences. These assignments may include multimodal compositions as well as written documents; choosing a variety of genres and audiences is highly recommended. You may upload additional material beyond the eight required items to show your best work within the concentration. You will include a brief introduction for each text or artifact (see below for requirements).

Each artifact should include an introductory statement that does the following:

- Identify the course for which that piece was composed (course name, number, name of instructor, and semester taken)
- Briefly summarize the original assignment requirements and purpose.
- Identify the audience that was your target for the assignment.
- Identify the genre of the assignment.
- Explain why you selected this item--why it is significant to you, and how it shows your growth and learning in the concentration.
- Describe the item's strengths and qualities.
- Describe what you would change, if you had more time to work on the text, or if you were to revise it in the future.

# Digital Portfolio URL Submission

## Digital Portfolio URL Submission

In the text box below, please copy and paste the complete URL for your online digital portfolio. Then, highlight the URL and click the chain-link symbol to make the URL a click-able hyperlink.

Once you have submitted your URL, be sure to go back to the "Rhetoric & Composition Portfolio Overview" section in Chalk & Wire and complete the Senior Exit Portfolio – Rhetoric and Composition Assessment, which is a survey of your experiences using Chalk & Wire. Once your survey response is submitted and you have uploaded the URL for your portfolio, you will see the "Submit" button in the upper-right corner of the screen.

Click "Submit" when you are ready for your portfolio to be assessed. Once your URL has been submitted, you may not make any additional changes or updates to content on your digital portfolio website until your portfolio has been assessed and you have received your scores.

If you are having trouble with submitting through Chalk & Wire, submit a request through GSU's help desk (help@gsu.edu or 404-413-4357). You can also contact the Director of Rhetoric and Composition, Dr. Baotong Gu (bgu@gsu.edu).