Carleton Writing Portfolio Requirements

You should submit no fewer than 3 or more than 5 papers that meet the following criteria. The total number of double-spaced pages in the entire portfolio should not be fewer than 10 or more than 30. Here are the characteristics we seek; some papers will exhibit several of them, which is why as few as 3 papers may be adequate:

First, be aware that you must write a paper specifically for the portfolio that will introduce the portfolio to your readers. Before you submit your portfolio, write a reflective essay about yourself as a writer and the ways in which your portfolio represents you, your work, and the criteria listed below. This essay will be read first, giving the readers of your portfolio insight into your thinking about your writing. You will have chosen the work, your professors will have authenticated it and provided some information about the assignments, but only you can explain the significance of your writing to your education and your personal goals. This essay will not count toward the total number of pages (30) or papers (3-5) for the portfolio itself. Other requirements:

1. Papers from at least two of the four curricular divisions (Arts & Literature, Humanities, Social Sciences, Mathematics and Natural Sciences);
2. At least one paper from your WR (Writing Rich) course;
3. At least one paper that reports on something you have observed (for example, field notes for geology or sociology, a laboratory report, a description of art, a play, or music, etc.);
4. At least one paper that demonstrates your ability to analyze complex information (for example, numeric data, multiple texts, multiple observations, etc.);
5. At least one paper that provides interpretation (of data, a text, a performance, etc.);
6. At least one paper that demonstrates your ability to identify and effectively use appropriate sources (other than the primary text for the assignment), properly documented;
7. At least one paper that shows your ability to articulate and support a thesis-driven argument;
8. In all papers, evidence that you can effectively control Standard American English.

Please note: you need to complete an authentication form for each paper you include (with the exception of your reflective essay). You must also include a completed summary sheet and research authorization form as part of your finished portfolio.

Portfolios for the Class of 2009 are due Friday, May 11, 2007

http://apps.carleton.edu/campus/writingprogram/portfolio/portfolio_requirements/