

# Commonly-Asked Questions About Junior Writing Portfolios

## **Does everyone have to do this?**

Yes. Completion of an assessable portfolio is a graduation requirement, and the results will appear on your high school transcript, which is sent to colleges.

## **What do I have to turn in?**

An *assessable* portfolio is one which contains all five writing components and a table of contents (see the attached checklist). All pieces (except your timed piece) must be typed and clean — no stray marks, grades, or handwritten corrections. And your analysis paper must include a Works Cited page.

## **When do I do this?**

Most of the work on your portfolio will be done independently — at home, or during study, or after school. You have approximately two months to prepare your portfolio. A schedule of important dates is attached. You will be given two class periods to work in the Writing Center (in early November and mid-December).

## **Where do the papers come from?**

Previous assignments filed in your writing folder in the Writing Center, writing you have done or collected at home, files on your home computer or your file server, recent assignments completed for current classes.

## **Where can I get help?**

You are encouraged to work with a writing specialist in the Writing Center on selecting your pieces and revising your work. Information about working with the Writing Center staff will be forthcoming; read it carefully.

## **What happens if I don't turn in my portfolio on time?**

Timely completion of your portfolio will also be factored into your second quarter grade for English 3. Students who miss the January 21 deadline will lose their "Commons" privileges and will be required to come to the Writing Center during study halls to work on their portfolios until they turn them in.

## **Still need answers?**

Stop by the Writing Center to speak with Mrs. Hansen, Ms. Peters, or Mr. Budd.