

## Your Reflective Letter to the Portfolio Assessors

Your portfolio letter is a *personal* letter from you to the assessors who will read your portfolio. The purpose of the letter is **INTRODUCTION** and **REFLECTION**.

**Introduce** YOURSELF - especially as you relate to writing.

This might include what you like to write about, an early memory of writing, a good or bad writing experience, your preferred writing environment, or how you prepare or go about writing.

**Introduce** YOUR WRITING - especially the pieces in your portfolio.

You might discuss why you selected the pieces, what your choices say about you as a writer, or how you feel about the finished product.

**Introduce** CREATIVITY and INDIVIDUALITY into your letter.

Use humor — include a personal anecdote. Consider the use of an original simile or metaphor that compares writing to something else.

Some ways to creatively **introduce** yourself and your writing are to:

**Reflect** on your writing strengths and weaknesses.

**Reflect** on how you learned to write and how you have grown as a writer.

**Reflect** on what you like and dislike about writing and writing assignments.

**Reflect** on how you feel about the process of writing and writing in general.

**Reflect** on your goals for your writing in high school and beyond.

Be honest, be yourself, be sure to set a positive tone. Remember your audience. Your letter is the first piece to be read. It truly is the assessors' **introduction** to you and a **reflection** on how they may judge you and your portfolio.