

Description of Portfolio Contents

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1. **A Reflective Letter**

This letter, addressed to the portfolio assessors, introduces you and your portfolio. It may describe the process used to create any one of the portfolio pieces, or to create the portfolio. Discuss reasons why you selected each piece, explain the place of writing in your life, chronicle your development as a writer, assess the strengths and weaknesses of your writing, or combine these approaches. Be honest and candid; be yourself. Your letter should give the readers a clearer understanding of you as a writer and as a person. This letter is part of your portfolio and will be included in the assessment.

2. **A Formal Analysis Paper**

The formal analysis paper has an objective perspective with an emphasis on sound inquiry. It may be a literary analysis, a position paper, a thesis-based research paper, or analysis from any subject area. It must have a clear thesis, supported with specific examples and a logical conclusion. Even if secondary sources are used, the reader should come away with a strong sense of your position on the text or issue. All secondary sources must be clearly and properly cited and your paper must include a Works Cited page, even if you cite from only one source.

3. **A Personal Essay or Creative Piece**

You may choose to include either a personal essay or creative piece, whichever best shows your strength as a writer. The informal essay has a personal perspective. It uses the pronoun "I" and attempts to pull together ideas from a variety of sources including the author's own experience to make meaning. It may be humorous or serious and unconventional in structure compared to the formal analysis. It must have a clear focus and provide clear and specific examples and a logical, if tentative, conclusion. A creative piece is writing in a form other than an essay. It must stand on its own and may be in a non-traditional or traditional form such as a poem, short story, play, song, dialogue piece, or a piece of non-fiction prose.

4. **Writer's Choice**

This piece of writing may be in any form the writer chooses. It may be a letter, a newspaper article, technical writing, a science or math paper, or even a second essay or a second creative piece that is different from the first. It provides an opportunity to show your range, so do not put in pieces that are too similar to the first two pieces. Select a piece that best shows your depth and range as a writer and thinker.

5. **Timed Writing**

A selection made from timed writing exercises completed during your Junior English class. This piece may not be edited, but is presented as written in class.