

Coppin State University English 101 Portfolio Requirements

Before the end of the semester each student is expected to complete a portfolio reflecting the strongest work he or she has done. Sixty percent (60%) of the final grade will be determined by the student's portfolio. Unless otherwise arranged between the student and instructor, the portfolio must be turned in to the instructor of record and will be graded by the instructor.

NOTE: Portfolios will be kept for a year, but no longer, unless there is a dispute regarding the grade.

The portfolio must contain the following:

- Two completed essays, 500 words or more in length, one each from categories A & B. These essays should be final copies without any instructor's marks on them.

A	B
Narration Description Classification and Division Process Analysis	Exemplification Compare and Contrast Definition Cause and Effect Argument Essays from this category must include MLA in-text citation and a works cited page. Only one bibliographical entry is required, and citation formats should follow the conventions for an essay in an anthology or an article in a periodical. Please do not allow students to use internet sources for this project.

- A pre-semester bluebook diagnostic;
- A cover letter (500 + words) describing the contents of the portfolio and detailing the writer's experience and development in the writing process over the course of the semester;
- One or more typed, edited drafts of each of the two essays and the cover letter.

Each essay will be a minimum of 500 words in length (50 lines of text), include a clear introduction and conclusion, and exhibit a well-defined paragraph structure of five or more paragraphs. The essay from category B will include in-text citation and a works cited page.

If the portfolio fails, the student is required to repeat the course.