

Clarifying Expectations: Student-Friendly Instructions

ASSESSMENT CRITERIA	DESCRIPTION OF EXPECTATIONS	EXPLANATIONS/EXAMPLES
Sources of Learning	Your prior learning experience should be connected to the course learning outcomes, and your portfolio should demonstrate that you have met those learning outcomes.	Clearly describe and document your prior learning experience and show that you have met all course learning outcomes, which must be printed on the back of the rubric.
Demonstration of Learning	Your portfolio must include documentation (i.e., artifacts) that supports the knowledge and skills you have acquired.	Include concrete documentation (artifacts) that support your claim that you have met course learning outcomes (see sources of learning above). Artifacts may include written communications, videos, digital communications, annual reviews, samples of projects, pictures, letters of recommendation, successful workshop training, online trainings, projects and more.
Evidence of Learning	Your portfolio should tie your prior learning experience to educational theory.	Meet expectations for describing how your learning is associated with sound educational theory (or is grounded in appropriate academic frameworks).
Mastering Knowledge and Skills	You need to demonstrate that you have mastered the knowledge and skills reflected in the course learning outcomes, and that you have and/or can apply that learning in a real world experience.	Provide examples of how you have applied the course learning outcomes in real world experience(s) for a sustained length of time.
Reflection on Learning	Your portfolio must include documentation of reflection (i.e., that you thought deeply about what produced your learning and what actions generated that personal growth).	Describe how you utilized reflection to acknowledge your learning and leverage your learning in your concrete experience.
Presentation	Your portfolio should include all required elements (as defined by your institution), including all six assessment criteria; and the presentation must be clear and meet postsecondary-level expectations with relatively few spelling, punctuation or grammatical errors.	Make sure your portfolio includes all required elements, as defined by your institution. Address all assessment criteria. Organize your presentation and strive to be error free, although minor spelling, punctuation or grammatical errors will be tolerated.