



Include Students in the Learning Process

WRITING PORTFOLIO

It is helpful for students to see progress in their work and include them in the process of evaluating it. A writing portfolio is a collection of each student's writing work over the course of a year. Once writing assignments are completed and graded, they should be placed in the portfolio where they become working tools for goal-setting and progress-monitoring. Whether at the end of a week, a month, or an academic term, students should be asked to look back at their work and evaluate it.

STEP 1: **HAVE THE STUDENT EVALUATE THEIR WORK.**

Criteria for Evaluation: (see attached Teacher Feedback Form)

- 1) What is one assignment that you are particularly proud of? Why did you choose this assignment? What strengths of yours were presented in this assignment?
- 2) What are 2 specific goals you can set for yourself to make your writing better?

When asking students to set goals, it is helpful to give them a list of possible goals that are specific. For example:

- ✓ include more descriptive language
- ✓ appropriately cite quotes and all information that came from another source
- ✓ spend more time brainstorming and organizing my thoughts before I write
- ✓ include an accurate thesis statement at the end of the introduction paragraph

STEP 2: **CONFERENCE WITH THE STUDENT.**

Ask students to write down their responses to the two questions above, then conference with the teacher to establish if the goals that the student chose are appropriate to his/her writing, as well as how to go about meeting these goals in a more specific manner.

HOW DOES THIS INCLUDE STUDENTS IN THE LEARNING PROCESS?

- Students are able to review their own work and help determine the goals that they want to set for the next week, month, or term.

Including students gives the teacher insight and can make students more invested in their learning!



SPOTLIGHT

ON LANGUAGE-BASED TEACHING



Landmark Teaching Principle™ #6

Portfolio Writing: Teacher Feedback Summary

Assignment/Unit	I was successful at ...	I should work on ...
Theme essay	Writing clear topic sentences for my paragraphs	1. using commas correctly
<u>Charlotte's Web</u>		2. backing up my ideas with specific examples
		1.
		2.
		1.
		2.
		1.
		2.
		1.
		2.

This sheet can be used as the cover page for a writing portfolio, since it creates a table of contents that also allows students to record their strengths and weaknesses. They can use teacher comments about their writing and/or their own observations to fill in the columns as soon as they get a graded composition back. They can also reference it to help set writing goals, create personalized proofreading checklists, or write reflections about their writing progress.