This assignment will ask you to reflect on your work over the semester, but it must be written in the genre of a “how-to” or self-help. Check out our page for samples! This guide has two drafts. The first one is due on \_\_\_\_\_ and the final draft is due on \_\_\_\_\_, with your complete final portfolio. The total word count for this should be around 1000. The main questions are:

What have you learned about yourself as a reader, writer, and scholar this semester? How will you be able to use what you have learned this semester and transfer that knowledge to other writing situations – either in college or in your community? Most importantly, what would you tell others about this experience as a way to help them on their own educational journeys!

As a way to begin this reflection, look back through your work (classwork, blogs, homework assignments, other reflections, and unit projects) and ask yourself the following questions. TAKE NOTES because I expect to see some quotes (at least 3) from your writing assignments. You are not meant to answer all of these point by point throughout the report; they are just to help you brainstorm ideas:

**What were your early assumptions/beliefs about yourself and writing? How have they changed? Explain.**

**What differences did you see in your writing between the first unit and the last two units? Why?**

How would you compare/contrast work done early on in the semester to now?

What was your least favorite assignment and why?

What was your least favorite genre and why?

What was your favorite assignment and why?

What was your favorite genre and why?

What are some lessons that stuck with you after completing certain assignments?

**What changed in your writing, reading, and thinking as genres changed? \*\*\* (I’m looking for you to dig deep here. We have spent a great deal of time studying different genres)**

How did you make decisions in your assignments about content and design?

What was your experience revising assignments?

Was there any peer or instructor feedback that stands out to you and why?

What was particularly challenging for you in our course this semester and how did you overcome it (or attempt to)?

What have you used/might you use in other writing courses? In life?

What will I be looking for:

* Attention to the audience, which includes me, but others as well! I don’t want to see just a list of answers. This should look like a “how-to” or self-help guide. Think about it like an interview of yourself as an example of completing the steps in the guide.
* There should be an organization for this guide. You should have paragraphs and an order that makes sense. It doesn’t have to be the order of the questions.
* You will need evidence and analysis. The evidence here are quotes from your own writing. If you learned something, show me proof. I need at least three quotes from your own writing, along with the proper set-up and explanations of why those quotes are there.
* Please proofread. Make sure it is long enough. Make decisions about the words that you choose. Remember that “how-to” guides have a certain tone and language style. **ALSO, YOU MUST HAVE A TITLE!!! All successful books do!**
* It must be on time. I expect a rough draft by \_\_\_\_\_\_ (so I can give you feedback) and a final draft by \_\_\_\_\_\_\_, along with a complete portfolio.

**FINAL PORTFOLIO REQUIREMENTS AND DUE DATES**

Your final revised portfolio is due by XXXXXXX. I cannot accept anything later than that because I need to turn in grades. I’m looking for *substantial revisions* here. I need to see that you’ve taken any suggestions that I made to your final drafts and incorporated them into your final final final draft. Writing is a process, and your final portfolio needs to reflect that. I have all of your final drafts, so I will be able to compare them. Your final portfolio should include:

* Unit 1, Unit 2 and Unit 3 (this includes pitch and final project!!) (5000-6000 words total)
* 3 **separate** “introductions” to each unit (750 words total)
* Your reflection essay (1000 words)
* Two adaptations of two separate posts (500 words total)

**Introductions**:

For each unit, please answer the following questions (about 250 words):

* What were you trying to do with this essay?
* Did you accomplish it?
* What changes did you make to this final final final version?

**Post Adaptation**:

Pick two posts. You’ve written about fifteen. Turn one post into a letter to a friend, and another into short short story for an online literary journal. Think about the “rules” of each genre and think about audience for both of these adaptations.

**I will only be accepting this portfolio in my DropBox Link: XXXXXXXXX. I will not be accepting this in any other location, such as my City Tech or Gmail account.**

To submit this portfolio is stick everything (excluding the Unit 3 final project) into **one Microsoft Word or PDF document to see if you hit the total word count, which is 6,000.** It should look like this: introduction/Unit 1/introduction/Unit 2/introduction/Unit 3 pitch/reflection essay/adaption of post essay

**Grading Criteria**:

* Completed portfolio in an organized fashion (page numbers, double space throughout, and consistent font in a consistent size)
* Handed in on time/followed the rules listed above
* Substantial revisions to Unit Projects (substantial means that you answered some of the questions that I posted on the last draft you turned in.)
* Substantial adaptions to posts (substantial here means that you paid attention to the audience, purpose and form rules for the new genre.)
* Overall sentence clarity