

STUDENT PORTFOLIO ASSESSMENT INFORMATION for MAT0018C – Developmental Math I

As per the course syllabus for MAT0018C, **the student is required to purchase the MAT0018C PORTFOLIO from Valencia's Bookstore.**

Students are required to keep a 'working' portfolio in a three-ring binder. The purpose of which is to help the student understand how stay organized while, at the same time, training the student to utilize their resources effectively. **The student's portfolio grade will reflect the neatness, completeness, and correct organization of the materials housed in the portfolio.**

Explanations, outlines and handouts explaining what is expected for each tab will be provided by the professor for each of the five sections.

For maximum credit:

- 1) The STUDENT's NAME MUST BE WRITTEN ON THE SPINE of the Portfolio.**
- 2) The GREEN Portfolio Assessment Sheet MUST BE the FIRST PAGE that is visible when the Portfolio is opened.**
- 3) The student should place the LECTURE NOTES for each individual chapter ON TOP OF the PINK REFLECTION SHEET and these materials should placed TOGETHER, INSIDE OF A LARGE PAPERCLIP in the appropriate tab/section. *Each Chapter must be inside its own individual paperclip and placed in consecutive order.**
- 4) The ACTIVITIES completed during LAB/CLASS must be RECORDED only AFTER the activity has been GRADED and returned. The entry lines on the ACTIVITY RECORD SHEET MUST BE FILLED OUT COMPLETELY and include the activity name, date of return, and grade. *The professor will place a paperclip to indicate which activities have been completed during each Portfolio Assessment. Do not remove the paperclip.* Place subsequent activities behind the paperclip, but not inside of it. If there is no paperclip, this indicates that you need to make corrections to this section of the Portfolio and did not receive full credit for this section during that assessment.**
- 5) Each INDIVIDUAL CHAPTER EXAM should be INSIDE A LARGE PAPERCLIP, and placed in consecutive order. *In the event that a student has earned an exam grade lower than 70%, the student is required to do Exam Corrections following the Exam Corrections guideline from the professor's website. Once the Exam Corrections have been returned these are to be place inside the same paperclip as the individual exam.***

It is recommended that the student keep the Lab Activity Manual in the back of the Portfolio Binder, along with the Yellow Policy & Procedures Handout.