Portfolio for General English Majors with a Specialization in Writing

As an English major you are required to maintain a portfolio of papers written in English courses throughout your academic career at the University of Michigan-Flint. We strongly encourage you to actively develop your portfolio along the way, collecting possible pieces for inclusion each semester. Your faculty advisor, in addition to helping you organize your program of study, will advise you in compiling your portfolio. **You must submit your complete portfolio, along with this form signed by you and your advisor, in order to graduate.** The English Department uses this portfolio to assess the effectiveness of its programs, not to assess you as an individual student.

Your portfolio should contain:

1. A **Table of Contents** that includes the **title** of each paper, the **course name and number** for which it was written, and the **semester** during which it was written.

2. A **Reflective Essay** (3-5 typed pages) that:
   a. References specific work in your portfolio to substantiate claims made in the reflection
   b. Discusses your evolution as a writer (how your process and writing have changed)
   c. Reflects upon your understanding and application of the revision process
   d. Articulates your understanding of the relevance of writing and rhetoric in society

3. Three to Four papers that include:
   (note: You may use a single paper to fulfill more than one of the items listed below)
   a. At least one paper in which you maintain an academic argument in standard academic English
   b. At least one piece from a genre other than academic argument (such as fiction, poetry, nonfiction, professional writing, etc) (This could include a paper/papers from 252, 296, ENG/COM 338, 345, 354, or other writing courses)
   c. At least one paper in which you show awareness and employ technical vocabulary in the field of rhetoric and writing (such as one paper from 336, 340, 363, or ENG/LIN 306)
   d. At least one paper in which you can include a rough and final draft
   e. At least one paper that integrates and documents sources outside of the primary text
   f. At least one analytical paper from a literature course (preferably your ENG 400 seminar paper)
   g. One piece from early and one piece from late in your writing career at UM-Flint (preferably from the same genre). Identify these pieces within your portfolio as “early” and “late”

**Guidelines for selecting papers:**
- Use ONLY papers written for English (or English-cross listed) courses at UM-Flint
- Use no more than one paper from a single course
- Include the assignment sheet whenever possible

Your work will be anonymous for the purposes of department assessment. Please provide a clean copy of each paper without your name, instructor comments, or grades.

The English Department will maintain portfolios five years after you graduate. Thank you for your participation in our efforts to assess the effectiveness of our program.

I understand the policy outlined above:

_____________________________   ___________________________________________
Student Name (please print)    Student Signature    Date

The attached portfolio is complete and this student is cleared to graduate:

______________________________   ___________________________________________
Advisor Name (please print)    Advisor Signature    Date