



Margaret Carter Skills Assessment

- Contact: Mary Smith-Abbot (masmith@pcc.edu)
- A portfolio is a planned collection learner achievement that documents what a student has accomplished and the steps taken to get there. Portfolios show evidence of student growth and learning over time and can be assessed by both the student and instructor. Students and instructors see a more complete picture of the educational process. It shows evidence and growth in critical thinking as students analyze, reflect, and choose documents that show evidence of their abilities and growth.

At the beginning of the term during the intake process, students write about why they came to the Margaret Carter Skill Center, their goals, and career and academic plans. After they finish their program, a requirement for completion is to present a power point presentation of their electronic portfolio to the staff and students. In addition to the presentation of their work, students reflect in writing on their original goals, did they complete, did they change and how, and where they go after the Skill Center. About 25-30 students each term present their portfolios of their program (5 classes). Another 25-30 students each term present a portfolio of just their classes (2 or 3 classes). Spring Term, 2010, 28 students completed the portfolio.



TEMPLATE FOR
CLUMINATING
PORTFOLIO
(Delete this Text Box)

Margaret Carter Skill Center Portfolio

Students Name
Portland Community College
Spring 2010

Why I came to the Margaret Carter Skill Center

What was my original goal?

What were your goals and objectives

Examples: What brought you here?

(think back and state what you came here to learn)

- Did you come to the Skill Center to improve your math, reading, writing or learn to use a computer better?
- Why?
- Are you sponsored by an agency or program?



Picture or Figure

Figure 3: Caption — tell what the picture is



What I expected?

What were your expectations?

Examples:

(think back and state what come here to learn)

- Did you know anything about the Skill Center or what it has to offer?
- Intake, orientation, first day jitters?
- Examples:



Picture or Figure

Figure 3: Caption — tell what the picture is

Examples of progress learned in each class

Beginning, middle and end

Sample Objectives

(choose at least 3 concepts or objectives that you learned from each class that you took)

For Example: You may choose 3 different mathematical concepts that demonstrate growth in your learning

Demonstrate that you reached the objective (a sample of what you are able to do as a result of learning)

This may be a problem that you have worked from a math class, a example of a paper you wrote, or other types of examples of the learning that you made.

- Illustrations, videos, pictures or figures (you may use a similar picture from the web.)
- Be sure to have captions to indicate the name of the picture or description. Be sure to reference where the picture came from - indicate the web site at the bottom of each slide

Sample Terminology

(Choose at least 2 terms with their definitions that you learned)

Accomplishment

(What did you gain by reaching your objective.
How does it or will it benefit you? How might you use this new learning in the future)



Oral Presentation

- As you Show your slides
- Tell us your objectives chosen for each chapter
- Terms - why you chose those terms to highlight
- Describe pictures/figures
- Explain the problem that you have demonstrated for each chapter
- Tell One thing you learned in Applied Math class that you did not understand or know before
- Tell what you plan to do next (i.e. next math class, college, major, employment, etc.

Portfolio Grading Rubric (ppt)

Score: 90 – 100

- PPT - Title Slide + goals + 1 slide for each of the 3 or more concepts or objectives from each class + 2 reflection slides
- 3 or more terms with definitions
- Pictures or videos on all slides (see note below)
- Demonstration of at least 1 correctly worked concept or problem from each class
- References for pictures & resources on a least one slide for each class.
- Submit & Deliver your presentation orally before class
(*Note: videos require more memory*)

Score: 70-79

- PPT - Title Slide + goals + 1 slide for each of the 2 concepts or objectives from each class + reflection slides
- 1 objective
- 1 or 2 terms with/without definitions
- Pictures
- Demonstration of concept or problem with 70% correct with some incorrect answers or unclear concepts
- 1 References for pictures & resources
- Submit & Deliver Presentation orally to class

Score 80-89

- PPT- Title Slide + goals + 1 slide for each of the 2 or more concepts or objectives from each class + 1 reflection slide
- 2 objectives/chapter
- 2 terms & definitions/chapter
- Pictures on all chapter slides
- Demonstration with 80 % correct concepts or problems
- References on 2 slides
- Submit & Deliver your presentation orally before class

Score: 60-69

- PPT - PPT - Title Slide + goals + 1 slide for each of the 1 concept or objectives from each class + no reflection slides
- No objectives or
- No terms and definitions
- Pictures on at least 2-3 slides
- 60% Demonstration of concept or problems with some incorrect answers or unclear concepts
- No References for pictures & resources
- Submit your presentation w/o delivery

Score below 60% - Title slide with demonstration less than 60% requirements for above slides

Sample Resource: Illustrations -
<http://commons.wikimedia.org/wiki/File:578metric-micrometer.jpg>

Ppt – PowerPoint (or similar media) Presentation



(Optional)

Put a Blank Slide At the End of your
Presentation or a Slide that just has
“To Be Continued”

Math– SC11 A or SC 11B

Sample Objectives:

- Obj 1
- Obj 2
- Obj 3



Figure 1: Caption — tell what the picture is

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

Resource: Illustrations -

<http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG><http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG><http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG><http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG><http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG><http://www.odec.ca/projects/2006/sunt6tz/micrometer.JPG>

Demonstration of concept or problem you have worked correctly showing how you arrived at the answer. Also show any formulas or conversion factors that you used.

Principles of Technology SC 10

Sample Objectives:

- Obj 1
- Obj 2
- Obj 3

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

Picture or Figure

Figure 3: Caption — tell what the picture is

Demonstration of concept or problem you have worked correctly showing how you arrived at the answer. Also show any formulas or conversion factors that you used.

Math Example: Reading Tools of Measurement

Sample Objectives:

- Explain basic terminology of common tools- measurement
- Read and use a variety of tape measures
- Read and use standard-inch and metric Vernier caliper

Sample Terminology:

- Graduations — ruled markings
- Metric scale — used to make drawings w/dimensions in metric units

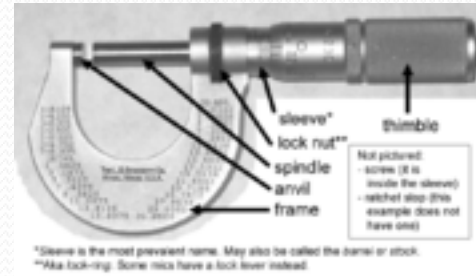


Figure 4: Micrometer



Figure 2: Sleeve, Thimble

Readings (Figure 2):

$$\begin{array}{r} 0.5250'' \text{ (sleeve)} \\ 0.0280'' \text{ (thimble)} \\ + \quad 0.0009'' \text{ (vernier)} \\ \hline 0.5789'' \text{ (total measurement)} \end{array}$$

Foundation Skill SC 18 or Applied Communications SC 17

Sample Objectives:

- Obj 1 read tape measure
- Obj 2
- Obj 3

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

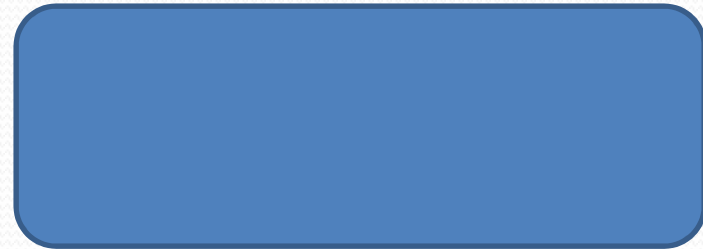


Figure 2: Caption — tell what the picture is

Demonstration of concept or problem that you have learned.
Describe explain the concept , how it is applied or how it is used.
Connect to examples of your work.

Foundational Computer Literacy SC 99 or Introduction to Computer Application SC 12 A

Sample Objectives:

- Obj 1
- Obj 2
- Obj 3

Picture or Figure

Figure 3: Caption — tell
what the picture is

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

Demonstration of concept or
problem that you have learned.
Describe explain the concept , how
it is applied or how it is used.
Connect to examples of your work.

Industry Orientation SC 20B

Sample Objectives:

- Obj 1
- Obj 2
- Obj 3

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

Picture or Figure

Figure 5: Caption — tell
what the picture is

Demonstration of concept or
problem that you have learned.
Describe explain the concept , how
it is applied or how it is used.
Connect to examples of your work.

Employment Exploration SC 16

Sample Objectives:

- Obj 1
- Obj 2
- Obj 3

Sample Terminology:

- Term 1 — short definition
- Term 2— short definition

Picture or Figure

Figure 6: Caption — tell
what the picture is

Demonstration of concept or
problem that you have learned.
Describe explain the concept , how
it is applied or how it is used.
Connect to examples of your work.



What are my plans? Where am I going from here?

What were your goals and objectives

Examples: What brought you here?

(think back and state what you came here to learn)

Where are you going from here

- Have your goals changed since coming to the skill center?
- What is your next step(s)?

Reflection

What was significant about your time at the Skill Center?

How might your experience changed how you feel about yourself, your learning, and your future?
What have you gained personally

- What kind of relationships did you begin
Self confidence, self esteem, teamwork, friendships, learning about processes

Picture or Figure

Figure 6: Caption — tell what the picture is

Demonstration that you think critically about what you have learned and how you can transfer what you learned. Give examples



“To Be Continued”