Botany 4980: Portfolio Evaluation

Scoring rubric. Each folder will be scored on a 0-4 scale according to the attached rubric. Each raw score is then multiplied by that particular folder's weight factor. The weighted scores are added up to give a final score and grade which correspond to the WSU 0-4 grade point scale.

Folder	Raw Score (0-4)	Weight Factor	Weighted Score
1.A. Knowledge and Comprehension Essay		0.30	
1. B-E. Course Syllabi 　　　　Academic Advisement 　　　　Most Recent Transcript 　　　　GRE, etc. (optional)		0.05	
2. Skills Development		0.05	
3. Special Achievements		0.05	
4. Capstone Experience		0.15	
5. Creativity		0.10	
6. Affective Domain		0.05	
7. Career Planning		0.05	
8. Science as a Process		0.15	
Overall Presentation of the Portfolio		0.05	
	Total Score		

1. A. Knowledge and Comprehension Essay
See separate rubric for evaluation of the various components of the essay.

1. B-E. Other Knowledge and Comprehension Artifacts
4 = All required artifacts are present. The course syllabi are organized by subject area and chronologically; each is annotated to indicate if the course meets a major and/or minor requirement.
3 = Old transcript or a graduation evaluation in lieu of a transcript. No evidence of advising. Syllabi are complete, but not organized or annotated
2 = No recent transcript. No evidence of advising. Syllabi are incomplete.
1 = No recent transcript. No evidence of advising. Botany syllabi are incomplete; syllabi for support courses are missing.
0 = Folder has only a few syllabi.

2. Skills Development
4 = Artifacts are included to document all eight skill areas. The selected artifacts indicate progress in the various skills. Each artifact is annotated to indicate the skill, the level of proficiency, if the artifact was required for a class or was prepared specifically for the portfolio, etc.
3 = Six of the eight skills are documented; otherwise as in 4.

2 = ≥Five skills documented. Little or no documentation of progress in the skills. Little or no annotation of the included artifacts.

1 = ≤Four skills documented; no effort to show self-assessment. Little or no documentation of progress in the skills. Little or no annotation of the included artifacts.

0 = Folder appears to be a random collection of assignments from miscellaneous classes.

3. Special Achievements

4 = Artifacts are labeled and annotated - even if the information is mostly apparent from the certificate, etc.

3 = Artifacts are collected, some annotation.

2 = Artifacts are collected, no annotation.

1 = Little evidence of effort to have any materials for this folder.

0 = No artifacts

4. Capstone Experiences

4 = Complete documentation of the capstone experience: lab, field, or other type of notebook, project proposal, associated grant proposals, etc. Final product: written report, PowerPoint or poster presentation, etc. Student self-assessment of the experience.

3 = Final product: written report, PowerPoint or poster presentation, etc. Incomplete documentation of the capstone experience. Student self-assessment of the experience is poorly done or lacking.

2 = Final product is poorly done. Incomplete documentation of the capstone experience. Self-assessment is lacking.

1 = Incomplete documentation of the capstone experience. No final product or self-assessment.

0 = No capstone experience.

5. Creativity

4 = Artifacts indicate work significantly beyond requirements in course work; annotated.

3 = Artifacts indicate work beyond requirements in course work; annotated.

2 = Only course-related artifacts are included: anatomy drawings, ethnobotany weaving, etc.; annotated.

1 = Only course-related artifacts are included: anatomy drawings, ethnobotany weaving, etc.; not annotated.

0 = No artifacts

6. Affective Domain Development

4 = Artifacts indicate participation in activities significantly beyond requirements in course work; annotated.

3 = Artifacts indicate participation beyond requirements in course work; annotated.

2 = Only course-related artifacts are included; annotated.

1 = Only course-related artifacts are included; not annotated.

0 = No artifacts

7. Career Planning

4 = Resume and CV are current. The CV is complete and unambiguous, esp. with regard to contributions to group activities, clubs, etc. Evidence of job or graduate school investigations, with assessment.

3 = Resume and CV are current. Some aspects of the CV are not clear. Evidence of job or graduate school investigations; little or no assessment.

2 = Resume and CV are current. Little evidence of job or graduate school investigations.

1 = Resume or CV, not both. Little evidence of job or graduate school investigations.
0 = No resume or CV or are so poorly done as to be useless. No evidence of job or graduate school investigations.

8. Science as a Way of Knowing
See separate rubric for evaluation of the various components of the outline.

Overall Presentation of the Portfolio
4 = All materials are present. Folders are labeled. A Table of Contents lists the contents of the folders, guides the reviewer to the materials, and cross-references artifacts when appropriate. A digital format of appropriate materials is included.
3 = All materials are present. Folders are labeled. A Table of Contents lists the contents of the folders.
2 = Materials are incomplete. Table of Contents is perfunctory.
1 = Materials are incomplete; the portfolio appears to be a work in progress.
0 = No apparent effort expended in assembling and organizing the portfolio materials.