2nd Year WOC Portfolio Information Session

Dr. Gwen Gray Schwartz
Director of Written and Oral Communication
What is the 2nd Year WOC Portfolio?

- An electronic portfolio that students submit to Taskstream at the end of the sophomore year

- Students select from work submitted to Taskstream from any completed Foundations classes and the First Year Seminar

- Honors students may submit any completed work from Honors classes as well as regular IC classes

- Transfer students new to Mount Union in Fall 2013 have to complete the portfolio—may have special considerations for submissions and timing
Why does Mount require this?

- Provides a gut check for students ½ way through college
- Process ensures that students who don’t meet the standard will get support
- Faculty can tailor instruction to gaps found in students’ abilities
- Expectations will be higher in later classes
- The most important skill to have as an adult is effective communication
What are the Required Portfolio Contents?

1. Cover Letter
2. One Written Assignment that uses sources
3. One Written Assignment (sources optional)
4. Video of an Oral Assignment that uses sources
5. Video of an Oral Assignment (sources optional)
6. Statement of Authenticity
7. Completed Informed Consent Form
Restrictions

- May only submit 2 pieces from same class or same Foundational area (A, H, N, S)
- If submitting 2 pieces from same class or same Foundational area, one must be writing and one must be a video of a speaking assignment
- Use of multimedia is optional, not required
Where, When, How, & to Whom?

- Submit via template provided on Taskstream
- Due: Last day of finals in Spring semester by 4 PM
- No late submissions will be accepted that semester
- Complete on your own, not part of a class
- A group of trained faculty will assess in May and report results over the summer via student’s Mount email
- This portfolio is not connected to course grades
What Does it Take to pass?

- You need a combined score of 4 to pass
- To earn a 4, two readers must each assign a score of 2
- The WOC Rubrics describe what a level 2 requires
- You must pass both parts (written and oral) in order to complete the requirement.
- Faculty will read holistically and quickly for an overall impression of the work
- Both pieces of writing must score a 2 or higher to pass
- Both videos of you speaking must score a 2 or higher to pass
- The cover letter must be well-written and help readers understand the assignments
WOC Rubrics--Level 2

Level 2 is *minimum* proficiency expected by the end of the 2nd year

Some students will do better, scoring 3s or 4s

A combined score of 7 or 8 earns a High Pass

Some students will not meet the minimum proficiency required
What if I Don’t Pass?

There are 2 options:

● Revise and resubmit the portfolio next semester

● Enroll the next semester in a class on revising
  ○ one for writing, one for speaking
  ○ students can take both if necessary
  ○ revising classes are ½ semester courses, 2 credits ea.

● You must complete the portfolio requirement before being allowed to enroll in the IC Capstone
How Do I Get Started?

• Complete your major WOC assignments in IC classes and submit to Taskstream for those areas

• Select from your work on Taskstream the best pieces you’ve completed. Submit work to Taskstream if you haven’t yet!

• Attend one or more tutoring sessions at the CWOC (the Center for Writing and Oral Communication) if you want help with the cover letter and/or to revise pieces if you believe they need revision

• Save the Cover Letter for last. In it, describe what the assignments asked for and how your work demonstrates proficiency. For videos of group presentations, tell readers what you’re wearing and when you start talking