

## Portfolio Checklist

	Cover Page
	Table of Contents
	Introduction - What will you be presenting in the portfolio and why.
	<b>Process Description</b> - What is the process that takes place in your system? Include Names and ACTION! What is happening?
	Full Page Diagram w/ Labels & Reference information.
	Optional Full Page Diagram ( <u>Student Drawn</u> )
	<b>Parts Description</b> - of the system w/Diagrams (references for each picture)
	Primary Informational Website Review
	Quiz
	Key
	Quizzes Completed by Students (Quiz #1 & Quiz #2)
	Presentation Images (Picture or print Powerpoint slides)
	Supporting Presentation Documents - (Any written portion of the presentation)
	Works Cited Page( List all references used to write the Process and Parts Descriptions)
	Evaluation Pages (Self & Teacher)