<table>
<thead>
<tr>
<th>PORTFOLIO - REQUIRED ELEMENTS</th>
<th>JOURNAL ENTRIES</th>
<th>REFLECTION ESSAY</th>
</tr>
</thead>
</table>
| **Exceeds**                  | The student provides a detailed and well-documented description of all project aspects through forms and time logs.  
The level of documentation provides the reader with a clear understanding of the student’s participation and thorough discovery.  
Additional elements enhance the portfolio.  
Extra care has been given to neatness. | The student provides detailed evidence of active learning and participation.  
With this level of detail, a rich story of the project is evident to readers. | The student thoroughly reflects on their learning as a result of this project.  
The writing demonstrates exceptionally strong control of writing conventions (spelling, grammar, etc.)  
Errors are few and minor. |
| **Meets**                    | The student provides a thorough description of all project aspects.  
Through the necessary forms, the reader will be able to determine the student’s participation was adequate with a reasonable level of discovery.  
Presentation is neat and organized. | The student provides a thorough description of learning and participation.  
The reader is able to determine an adequate overview of the student’s personal experience. | The student reflects on their learning as a result of this project.  
The reader can identify areas of the student’s self-discovery.  
The writing demonstrates control of standard writing conventions.  
Minor errors do not impede readability. |
| **Needs Further Work**       | Student lacks sufficient documentation of participation.  
One or more elements are missing.  
Presentation is haphazard or sloppy. | Student needs to provide the reader with more detail in order to evaluate student’s level of participation and personal experience. | Student needs to offer more detail and/or edit work to provide the reader with a clear understanding of learning as a result of this project. |