

Honor Students Learning Portfolio Rubric

The following criteria need to be completed as *exemplary* or *good*: personal, academic and professional pursuits; selection of artifacts and work samples; descriptive text; reflective commentary; and writing conventions. The navigation, formatting and multimedia elements criteria need to be completed as *fair* or *above*.

Criteria	Exemplary	Good	Fair	Not Ready
Personal, Academic and Professional Pursuits	All elements of portfolio reflect understanding of personal, academic and/or career goals and evidence of utilization of relevant resources.	Most elements of portfolio reflect understanding of personal, academic and/or career goals and evidence of utilization of relevant resources.	Some elements of portfolio reflect understanding of personal, academic and/or career goals and evidence of utilization of relevant resources.	No elements of portfolio reflect understanding of personal, academic and/or career goals and evidence of utilization of relevant resources.
Selection of Artifacts and work samples	Artifacts and work samples are wide and varied and are clearly and directly related to documenting progress and growth within the UCBA Honors Program.	Artifacts and work samples are generally related to documenting progress and growth within the UCBA Honors Program.	Few of the artifacts and work samples are related to documenting progress and growth within the UCBA Honors Program.	None of the artifacts and work samples are related to documenting progress and growth within the UCBA Honors Program.
Descriptive Text	All artifacts are accompanied by text that clearly explains the importance of the honors experience and/or coursework.	Most of the artifacts are accompanied by text that clearly explains the importance of the honors experience and/or coursework.	Some of the artifacts are accompanied by text that clearly explains the importance of the honors experience and/or coursework.	No artifacts are accompanied by text that clearly explains the importance of the honors experience and/or coursework.
Reflective Commentary	All reflections clearly explain how artifacts demonstrate growth, competencies, accomplishments in honors courses and experiences,	Most reflections clearly explain how the artifact demonstrates growth, competencies, accomplishments in honors courses and experiences,	Few reflections clearly explain how the artifact demonstrates growth, competencies, accomplishments in honors courses and experiences, including goals for continued learning.	The reflections do not explain how the artifact demonstrates growth, competencies, accomplishments in honors courses and

	including goals for continued learning.	including goals for continued learning.		experiences, or include goals for continued learning.
Writing Conventions	Errors in grammar, capitalization, punctuation, and spelling are minor and infrequent.	There are few errors in grammar, capitalization, punctuation, and spelling.	Errors in grammar, capitalization, punctuation, and spelling are frequent but do not interfere with meaning for an experienced reader.	Errors in grammar, capitalization, punctuation, and spelling interfere with the meaning.
Formatting	Use of headings, subheadings and paragraphs promotes easy scanning	In general, use of headings, sub-headings and paragraphs promotes easy scanning	Inconsistent use of font styles (italic, bold, underline) distracts the reader	Lack of paragraphing impedes scanning
	Color of background, fonts, and links enhance the readability and aesthetic quality, and are used consistently throughout the Learning Portfolio.	Color of background, fonts, and links generally enhance the readability of the text, and are generally used consistently throughout the Learning Portfolio.	Color of background, fonts, and links generally enhance the readability of the text, and are generally used consistently throughout the Learning Portfolio.	Color of background, fonts, and links decrease the readability, are distracting and used inconsistently throughout the Learning Portfolio.
Navigation	The navigation is intuitive. The various parts of the portfolio are labeled, clearly organized and allow the reader to easily locate an artifact and move to related pages or a different section.	The navigation is generally functioning well, but it is not always clear how to locate an artifact or move to related pages or different section.	The navigation is somewhat confusing, and it is often unclear how to locate an artifact or move to related pages or a different section.	The navigation is confusing, and it is difficult to locate artifacts and move to related pages or a different section.
Multimedia Elements	All of the multimedia effectively enhance understanding of concepts, ideas and relationships, create interest, and are appropriate for the chosen purpose.	Most of the graphic elements and multimedia contribute to understanding concepts, ideas and relationships, enhance the written material and create interest.	Some of the graphic elements and multimedia do not contribute to understanding concepts, ideas and relationships.	The multimedia do not contribute to understanding concepts, ideas and relationships. The inappropriate use of multimedia detracts from the content.

Approved 12/11/18