Revising & Polishing: Portfolio Plans

ENGL 1100 Portfolio

Use the questions and resources below to plan your revision strategies for your ENGL 1100 Portfolio submissions.

• Other than Project 3, will you be revising and polishing Project 1 (Critical Reflection Essay) or Project 2 (Rhetorical Analysis Essay)? Why did you select this project over the other? What do you hope it shows about you as a writer?

Revising for Higher-Order Concerns

Project 3: Persuasive Essay

• What are 2-3 higher-order concerns (rhetorical task, global, and/or paragraph-level) will you address with your early revisions of Project 3?
• What are at least two strategies and/or approaches you could utilize for addressing each of your higher-order concerns? When and how can you apply this in your revisions?
• What are at least two resources you could utilize while addressing each of your higher-order concerns? When and how can you apply this as your revisions?
• What are your next 2-3 steps for revising this essay for higher-order concerns?

Project 1 or 2: Critical Reflection or Rhetorical Analysis

• What are 2-3 higher-order concerns (rhetorical task-, global-, and/or paragraph-level) will you address with your early revisions of this project?
• What are at least two strategies and/or approaches you could utilize for addressing each of your higher-order concerns? When and how can you apply this in your revisions?
• What are at least two resources you could utilize while addressing each of your higher-order concerns? When and how can you apply this as your revisions?
• What are your next 2-3 steps for revising this essay for higher-order concerns?
Revising for Lower-Order Concerns

Project 3: Persuasive Essay

• What are 2-3, specific lower-order concerns (sentence-, word-, and publication-level) will you address with your early revisions of Project 3?
• What are at least two strategies and/or approaches you could utilize for addressing each of your higher-order concerns? When and how can you apply this in your revisions?
• What are at least two resources you could utilize while addressing each of your lower-order concerns? When and how can you apply this is your revisions?
• What are your next 2-3 steps for revising this essay for lower-order concerns?

Project 1 or 2: Critical Reflection or Rhetorical Analysis

• What are 2-3, specific lower-order concerns (sentence-, word-, and publication-level) will you address with your early revisions of this project?
• What are at least two strategies and/or approaches you could utilize for addressing each of your higher-order concerns? When and how can you apply this in your revisions?
• What are at least two resources you could utilize while addressing each of your lower-order concerns? When and how can you apply this is your revisions?
• What are your next 2-3 steps for revising this essay for lower-order concerns?
Hierarchy of Writing Concerns

**Rhetorical Task Concerns**
- Does the writer understand the task?
- Does the writer understand her audience?
- Does the writer understand her purpose?

**Global Concerns**
- Are the ideas conveyed substantial? Meaningful? Engaging?
- Is the writing structured purposefully? Effectively?
- Does the writing develop in meaning, complexity, etc.?
- Has the writer chosen a tone and style appropriate for the task?

**Paragraph-level concerns**
- Does each paragraph develop a relatively unified idea?
- Is the content of each paragraph arranged logically?
- Are the ideas in the paragraph developed clearly?
- Does the author use appropriate evidence to support the main ideas of the paragraph?
- Does each paragraph connect logically, via transitions, to adjacent paragraphs?

**Sentence-level concerns**
- Are sentences clear in meaning?
- Do sentences vary in length and type?
- Do sentences transition smoothly?
- Are sentences concise?
- Are sentences complete, avoiding unintended run-ons and fragments?

**Word-level concerns**
- Is diction precise, accurate, and appropriate to audience and purpose?
- Is verb tense consistent?
- Do subjects agree with verbs? Nouns with pronouns?
- Are words spelled correctly?

**Publication-level concerns**
- Is the heading formatted correctly?
- Are page numbers formatted correctly?
- Is spacing correct/appropriate?
- Is the document designed attractively, appropriately?
- Are citations accurate? Handled according to designated style?
Self-Analytic Essay: Submit with Your ENGL 1100 Portfolio

For your Self-Analytical Writing please submit a 4-6 page letter, addressed to “Portfolio Reviewers,” that explains how the writing projects that you have included in the portfolio demonstrate your abilities in the categories of writing described on the English 1100 Portfolio Rubric. In your letter, you should provide specific examples of how your writing meets the criteria (for example, where did you use specific evidence to support your claim? Where and how did you direct your writing to a specific audience? etc.). In addition, your letter should address what aspects of your writing are effective and why you think they are effective? What do you think could be improved in your projects and how could it be improved? You should also briefly describe the process you used to write the projects. Do you think the process you used was effective?

------------------------------------------------------------------------------------------------------------------------

ENGL 1100 Portfolio Checklist

When you come to class for the final exam on Thursday, April 27th at 8am in Joyner 1014, be sure that you have electronic copies of the following to submit in your ENGL 1100 Portfolio on Blackboard:

✓ Revised and polished version of project 1 or 2
✓ Assignment guidelines for the project
✓ Revised and polished version of project 3
✓ Assignment guidelines for project 3
✓ Self-analytic essay

University Writing Portfolio Checklist

When you come to class for the final exam on Thursday, April 27th at 8am in Joyner 1014, be sure that you have electronic copies of the following to submit in your University Writing Portfolio on iWebfolio:

✓ Revised and polished version of project 3
✓ Project 3 assignment sheet
✓ Writer memo responses for reflective questions asked when submitting portfolio