

Do Now

- Take out research portfolios for grading.
- Make sure you have the signed lab agreement after your title page.



How do I format my research portfolio?

Mr. Mauricio Gonzalez

How do I format my research
Portfolio?

Objectives

- I can correctly format my research portfolio?

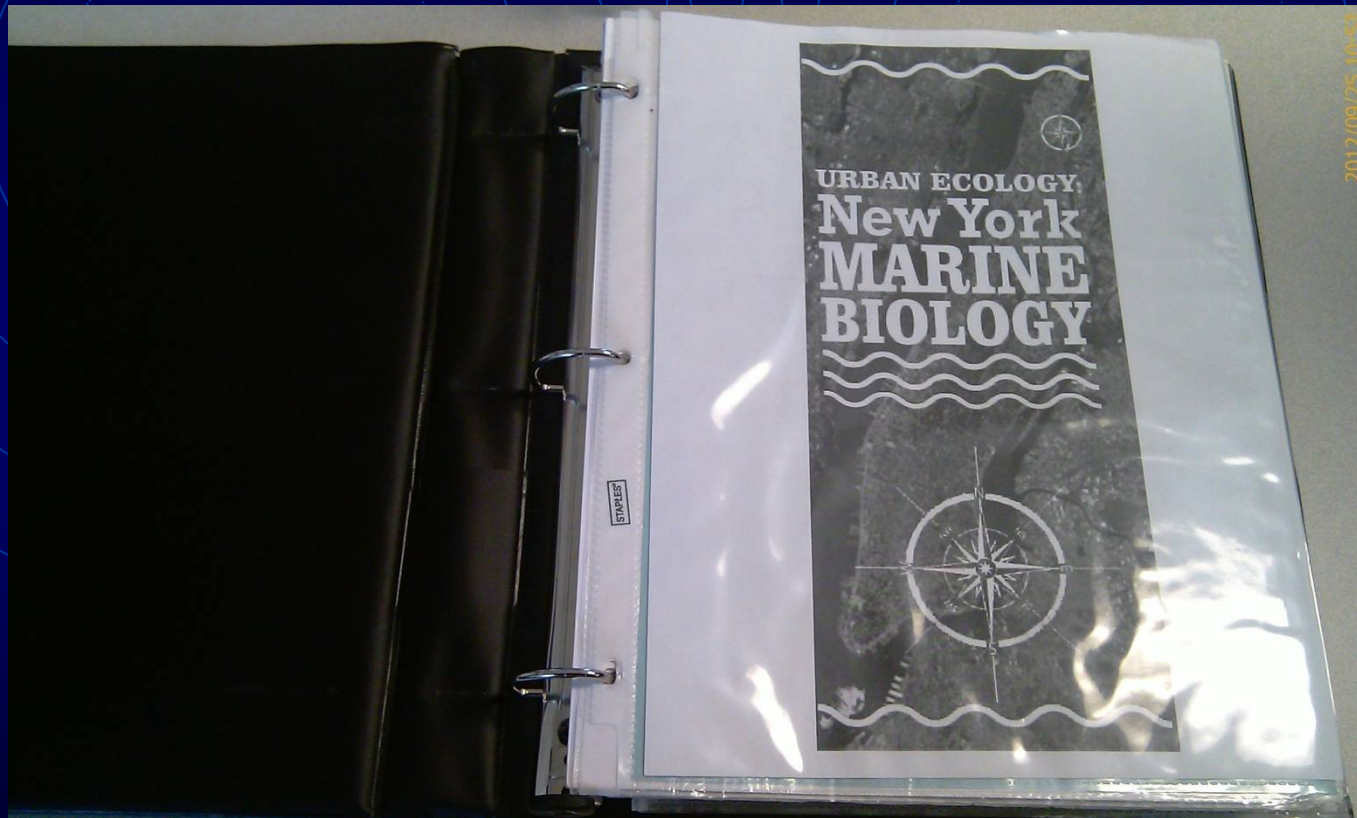


**How do I format my research
Portfolio?**

First Pages

1. Urban Ecology New York Marine Biology Page,
2. Evaluation Form,
3. Project Title Page, and
4. Lab Safety Agreement

Example: MBRP Page



**How do I format my research
Portfolio?**

Example: Evaluation Form

2012/09/25 10:53



RESEARCH PORTFOLIO EVALUATION FORM

Mr. Martin Escobar

Name Rosaly Rudez HS Credits: 9.0

Class: PreAP A CAS 109 A CAS 110 A CAS 209 A CAS 210

Requirements for Cover: Student's Name _____ E-mail Address _____ Phone Number _____ Class ID _____ Complete

Item	Max Value	1 st Eval.	2 nd Eval.	3 rd Eval.
Chronogram updated and being followed	35	26	20	30
Project steps complete	30	20	20	20
Project drafts included	15	15	15	15
Student/Teacher conference reports	10	8	8	10
Bibliographic references (at least 5 journal articles)	10	8	8	10
Organized into evident sections, neat, and clear work		-3	-2	
Step 3a updated for mentor/advisor contacts and resources		0X	-3	
No loose pages		✓	✓	
Cover requirements		✓	✓	
Other: <u>Previous Portfolio</u>			+10	
TOTAL POINTS	100	82	80	93%

Comments for 1st evaluation: Good Portfolio. I like that you added certificates. Advice: Organize your papers into sections. Update your steps including chronogram; highlight your papers properly so they don't rip out. Also you don't need 2 portfolios anymore. Get logs on the walk pump project from new summer.
 Evaluated by: [Signature] Date: 2/10/12

Comments for 2nd evaluation: Same as above. Also, you should get dividers to divide up your papers into sections. I hope you get a lot of great work done in Bremen this summer. I'm also leaving forward to your collaboration on this summer's program.
 Evaluated by: [Signature] Date: 06/13/2012

Comments for 3rd evaluation: _____
 Evaluated by: _____ Date: _____

Project Number

Steps	Date	Due
Step 01: Choose a topic	<u>July 19</u>	
Step 02: Bibliographic references: at least 5 sources	<u>July 19</u>	
Step 02a: Outline research material (at least 5 sources)	<u>July 19</u>	
Step 03: Formulate Project (scientific prob./hypothesis)	<u>July 19</u>	
Step 03a: Prepare scientific prob. And design wrk/shis	<u>July 19</u>	
Step 03b: Prepare variables and constants table	<u>July 19</u>	
Step 03c: Prepare flow charts	<u>July 19</u>	
Step 03d: Fill out materials list	<u>July 19</u>	
Step 03e: Prepare data tables	<u>July 19</u>	
Step 04: Gather materials and set up project	<u>July 19</u>	
Step 05: Collect and record data	<u>July 19</u>	
Step 06: Evaluate and organize your results	<u>July 19</u>	
Step 07: Begin digitizing your information	<u>July 19</u>	
Step 08: Analyze data and begin your conclusions	<u>July 19</u>	
Step 09: Hand in the first draft of your written rpt.	<u>July 19</u>	
Step 10: Prepare outline of your oral presentation	<u>July 19</u>	
Step 11: Hand in second draft of your written rpt.	<u>July 19</u>	
Step 12: Practice your oral presentation w/ a partner	<u>July 19</u>	
Step 13: Draft of the layout of your presentation board	<u>July 19</u>	
Step 14: Prepare the use of technology for your oral presentation	<u>July 19</u>	
Step 15: Hand in final draft of your written rpt. & board	<u>July 19</u>	
Step 16: Present your project	<u>July 19</u>	

How do I format my research Portfolio?

Portfolio Sections

1. **Course Forms** – (Syllabi, lab map, *etc.*)
2. **Time Management** – (Chronograms)
3. **STEPS** – (Project STEPS and SUNY Check Points)
4. **Data** – (Data you collect for projects on data tables)
5. **Research Project** – (Report Guide + Research Paper/Lab Report drafts)
6. **PCR** – (Project Conference Reports)
7. **PRJAs** – (Peer Reviewed Journal Articles)
8. **Protocols** – (Procedures and Materials)
9. **Worksheets** – (Lab/field or research worksheets)
10. **Career** – (Personal Statements, Cover Letter, CV)
11. **Letters** – (Recommendation and Commendation)
12. **Certificates**
13. Other???

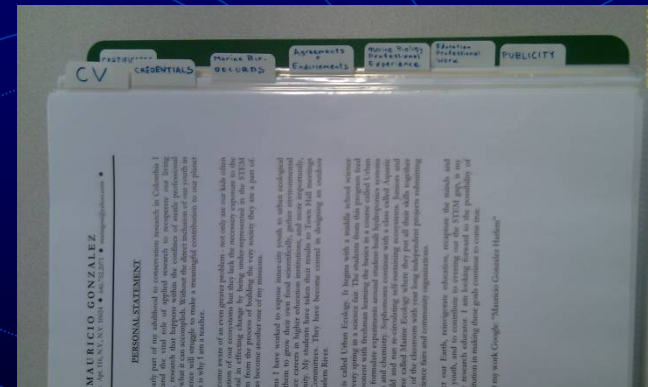
How do I format my research
Portfolio?

Why is your research portfolio important?

- Keeps all your work together,
- Good researchers do it,
- Legal documents that are used to obtain patents and protect research,
- *Will be used for your college interviews.*

Common Guidelines to Follow:

- Start with a 2” binder.
- Your project title, name, e-mail address, and Class ID should be typed and clear as your second page.
- Add section dividers,



How do I format my research
Portfolio?

Common Guidelines to Follow:

- Keep your portfolio neat and on the shelf or in your locker when not in class,
- Bring your portfolio to every class.

Research Portfolio Evaluations

- Your portfolio will be evaluated 3 times throughout the school year
- Dates will be announced a week before

**How do I format my research
Portfolio?**

Evaluation Form

09/25 10:55



RESEARCH PORTFOLIO EVALUATION FORM

Mr. Maurice Gosselin

Name Rosely Nuñez HS Credits: 9.0 fail-in

Class PreReg A CAS 109 A CAS 110 A CAS 209 A CAS 210

Requirements for Cover: Student's Name Complete E-mail Address _____ Phone Number _____ Class ID _____

Item	Max Value	1 st Eval	2 nd Eval	3 rd Eval
Chromograms updated and being followed	35	27	20	30
Project steps complete	30	15	15	15
Project drafts included	15	8	8	10
Teacher/Teacher conference reports	10	8	8	10
Bibliographic references (at least 5 journal articles)	10	8	8	10
Organized into evident sections, neat, and clear work			-3	-2
Step 3a updated for mentor/advisor contacts and resources			2X	-3
No loose pages			✓	✓
Cover requirements			✓	✓
Other:			+10	
Previous Portfolio				
TOTAL POINTS	100		82%	80%
Appropriate information from the portfolio is contained in the Project Documentation			93%	

Comments for 1st evaluation: Good Portfolio. I like that you added certificates.
 Advice: Organize your papers into sections. Update your steps including the program; hole punch your papers properly so they don't rip out. If you don't need 2 portfolios anymore, just keep on the walk pump project and use on program.
 Evaluated by: [Signature] Date: 2/10/12

Comments for 2nd evaluation:
Same as above. Also, you should get dividers to divide up your papers into sections. I hope you get a lot of great work done in Brown this summer. I'm also leaving forward to your collaboration on this summer's program.
 Evaluated by: [Signature] Date: 2/13/2012

Comments for 3rd evaluation: _____
 Evaluated by: _____ Date: _____

Rosely Nuñez

Steps	Due	C
Step 01: Choose a topic	July 11	
Step 02: Bibliographic references: at least 5 sources	Aug 5	
Step 02a: Outline read material (at least 5 sources)	Aug 5	
Step 03: Formulate Project (scientific prob./hypothesis)	Aug 15	
Step 03a: Prepare scientific prob. And design wks/shts.	Aug 15	
Step 03b: Prepare variables and constants table.	Aug 20	
Step 03c: Prepare flow charts	Aug 20	
Step 03d: Fill out materials list.	Aug 20	
Step 03e: Prepare data tables.	Aug 20	
Step 04: Gather materials and set up project	Aug 20	
Step 05: Collect and record data.	Aug 20	
Step 06: Evaluate and organize your results	Aug 20	
Step 07: Begin digitizing your information	Aug 20	
Step 08: Analyze data and begin your conclusions	Aug 20	
Step 09: Hand in the first draft of your written rpt.	Aug 20	
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Step 11: Hand in second draft of your written rpt.	Aug 20	
Step 12: Practice your oral presentation w/ a partner	Aug 20	
Step 13: Draft of the layout of your presentation board	Aug 20	
Step 14: Prepare the use of technology for your oral presentation.	Aug 20	
Step 15: Hand in final draft of your written rpt. & board	Aug 20	
Step 16: Present your project	Aug 20	

How do I format my research Portfolio?

Closer Look



RESEARCH PORTFOLIO EVALUATION FORM

Mr. Mauricio Gonzalez

Name _____ HS Credits: _____

Class: ___ PreReq ___ A CAS 109 ___ A CAS 110 ___ A CAS 209 ___ A CAS 210

Requirements for Cover: Student's Name _____ E-mail Address _____ Phone Number _____ Class ID _____



Item	Max Value	1 st Eval.	2 nd Eval.	3 rd Eval.
Chronogram updated and being followed	30			
Project steps complete	25			
Project drafts included	15			
Student/Teacher conference reports	10			
Bibliographic references (at least 5 journal articles)	10			
Skills flow charts (Steps 3c) and protocols	10			
Organized into evident sections, neat, and clear work	(-3 points each if not included)			
Step 3a updated for mentor/advisor contacts and resources				
No loose pages				
Cover requirements				
Cover letter				
Resume				
Certificates of achievement				
Printed project slide shows				
Other:				
TOTAL POINTS	100			
Appropriate information from the portfolio is contained in the Project Documentation	-----	-----		

How do I format my research Portfolio?

Closer Look

Comments for 1st evaluation: _____

Evaluated by: _____ Date : _____

Comments for 2nd evaluation: _____

Evaluated by: _____ Date : _____

Comments for 3rd evaluation: _____

Evaluated by: _____ Date : _____

**How do I format my research
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Portfolio Cover Page



RESEARCH PORTFOLIO EVALUATION FORM

Mr. Mauricio Gonzalez

Name _____ HS Credits: _____

Class: ___ PreReq ___ A CAS 109 ___ A CAS 110 ___ A CAS 209 ___ A CAS 210

Requirements for Cover: Student's Name _____ E-mail Address _____ Phone Number _____ Class ID _____

**How do I format my research
Portfolio?**

Content

Item	Max Value	1 st Eval.	2 nd Eval.	3 rd Eval.
Chronogram updated and being followed	30			
Project steps complete	25			
Project drafts included	15			
Student/Teacher conference reports	10			
Bibliographic references (at least 5 journal articles)	10			
Skills flow charts (Steps 3c) and protocols	10			
Organized into evident sections, neat, and clear work	(-3 points each if not included)			
Step 3a updated for mentor/advisor contacts and resources				
No loose pages				
Cover requirements				
Cover letter				
Resume				
Certificates of achievement				
Printed project slide shows				
Other:				
TOTAL POINTS	100			
Appropriate information from the portfolio is contained in the Project Documentation	-----	-----		

How do I format my research Portfolio?

Research Portfolio Evaluations

- The grade will be included in your “Journal + Portfolio” category = 10%

Class Options for Term 1: Marine Biology

Grade | Rubric | Category | Footnote | Score | Attend. | Calendar | Term | Seat | Color

Use CATEGORY options to create categories for the assignments in this class. You can weight categories, use alternate grade labels and set dropping and extra credit options.

	Category Name	Weight	Grade Scale Option	Dropping/Extra Credit
1	Research Project	30	Standard Scale	Drop up to 1 score
2	Tech. Read + Write	5	OSU Scale	Drop up to 2 scores
3	Journal + Portfolio	10	Standard Scale	
4	Lab + Field Work	10	OSU Scale	
5	Applied Statistics	5	OSU Scale	
6	Project Conferences	5	OSU Scale	
7	Applications +Forms	5	OSU Scale	
8	Practice Present	10	Standard Scale	Drop up to 1 score

Use Category Weighting
Sum of weights: 100.0

Cancel Done

Class Options for Term 1: Marine Biology

Grade | Rubric | Category | Footnote | Score | Attend. | Calendar | Term | Seat | Color

Use CATEGORY options to create categories for the assignments in this class. You can weight categories, use alternate grade labels and set dropping and extra credit options.

	Category Name	Weight	Grade Scale Option	Dropping/Extra Credit
8	Practice Present	10	Standard Scale	Drop up to 1 score
9	Final Presentation	20	Standard Scale	
10				
11				
12				
13				
14				
15				

Use Category Weighting
Sum of weights: 100.0

Cancel Done

How do I format my research
Portfolio?

HW

- Format your research portfolio.

**How do I format my research
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