

**NVCC COLLEGE-WIDE COURSE CONTENT SUMMARY
PORTFOLIO DEVELOPMENT CLASS (PLACE)
SDV 298 – SYLLABUS (1-5 CR.)**

Course Description

The Portfolio Development Course is designed to help students to:

- a. Identify their learning experiences.
- b. Match their learning to college courses.
- c. Articulate and document their learning in a portfolio, requesting credit for specific courses.

General Course Purpose

While the major outcome of the Portfolio Development Course is the preparation of the portfolio, the course is a valuable educational experience in itself. The course is an exercise in self-evaluation, introspection, analysis and synthesis.

The course can help students enhance their self-esteem, their self-concept as learners, and their ability to clarify and reach life/work goals. The portfolio can be an excellent record of the student's effectiveness in life/work situations. It can be suitable for presentation to prospective employers and others interested in a student's skills.

Course Prerequisite/Co-requisites

ENG 111

Course Objectives

Upon completion of this Portfolio Development course, the student should be able to:

- Clarified the conditions for enrollment in the course, the steps in the portfolio development/evaluation process, and the role of the faculty resource person.
- Clarified the importance and purpose of the portfolio in relationship to the achievement of the course objectives.
- Recognized the value and legitimacy of learning from experience.
- Appreciated that learning is a life-long process.
- Written a five or more page Life History.
- Prepared a one to two page Chronological Record.
- Set life/career goals and objectives.
- Written a one to two page Goals Paper.
- Differentiated between book learning and practical learning, clarifying the expectation of Northern Virginia Community College faculty evaluators.
- Assessed his/her own experientially developed competency.
- Understood NVCC's expectations regarding the articulation of the experience and learning sections of the portfolio.
- Demonstrated understanding of principles of documentation, his/her own prior experiential learning and, specifically provided documentation for each learning description recorded in the portfolio.
- Described and documented competence developed through experience.

- Assembled a portfolio of life and career accomplishments for submission to Northern Virginia Community College faculty evaluators, prospective employers, or others interested in appraising the student's competence.

Major Topics to be Included

- a. Life history, chronological records
- b. Life goals
- c. Narrative and documentation
- d. Portfolio development
- e. Role of faculty resource person.