INTR 115 – Portfolio Assessment I
Summer Semester 2019

Instructor Information: Emily Girardin
E-mail: emily.girardin@unco.edu

Program Contact: Kellie Stewart
E-mail: kellie.stewart@unco.edu

Office Hours: Wednesdays from 5:00-6:00 pm Mountain in Zoom or by appointment (email to schedule)

Class Times and Locations: This class is conducted as a hybrid course. Follow the provided Course Map and Daily Schedule for class times and location.

The online portion is June 5-19, 2019 (online class will stay open the entire summer for use during the onsite) while the on-campus portion is June 24 – July 19, 2018.

Course Description: In this course, students are presented with a structured method for synthesizing evidence of learning and accomplishments into a format collection or portfolio.

Course Purpose: INTR 115: Portfolio Assessment I is the first course in the Portfolio Assessment series (4 in total). The purpose of this course is to introduce the portfolio as an assessment tool, the ASLEI program’s approach to the portfolio, and the Entry-to-Practice Competencies as the knowledge, skills, and attitudes documented through the portfolio.

Pre-Requisites: INTR 112: Theory and Practice of Interpreting and INTR 113: Discourse Analysis

Course Objectives: Upon the completion of this course, you will be able to do the following:

1. Discuss the purpose of a portfolio.
2. Develop a filing system to organize products for the portfolio.
3. Identify assignments or accomplishments that provide evidence of the competencies.
4. Create a cover sheet to document portfolio evidence.

Entry-to-Practice Competencies: In the Portfolio Assessment series, the Entry-to-Practice Competencies are discussed, assessed, documented, and narrated using a structured process leading to your graduating capstone project. Your submitted portfolio will document and narrate your possession and proficiency of the Entry-to-Practice Competencies.

Domain 1: Theory and Knowledge
Domain 2: Human Relations
Domain 3: Language Skills
Domain 4: Interpreting Skills
Domain 5: Professionalism


Required Materials:
Textbook:


Materials Provided in Class:


Course Requirements: This is a brief overview; full instructions are posted in your online class.

<table>
<thead>
<tr>
<th>Module</th>
<th>Assessment Descriptions</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Introducing Your Skill</strong>: Post a video introducing yourself and describe a skill you possess. Respond to two peers’ videos.</td>
<td>10</td>
</tr>
<tr>
<td>2</td>
<td><strong>Reading Responses</strong>: Answer questions presented in the assigned materials associated with The Portfolio’s Context. <strong>In Class Discussion</strong>: Participate in a large group discussion based on the assigned materials and your reading responses.</td>
<td>12</td>
</tr>
<tr>
<td>3</td>
<td><strong>Reading Responses</strong>: Answer questions presented in the assigned materials associated with The Portfolio Assessment. <strong>In Class Discussion</strong>: Participate in a large group discussion based on the assigned materials and your reading responses.</td>
<td>12</td>
</tr>
<tr>
<td>4</td>
<td><strong>Planning Contact</strong>: Identify three individual to fill out an Attribute Form then make and carry out a plan on how you will approach them for their evaluation of your abilities.</td>
<td>10</td>
</tr>
<tr>
<td>5</td>
<td><strong>Competency Assessments</strong>: Assess three Entry-to-Practice Competencies using a multi-lenses assessment approach.</td>
<td>34</td>
</tr>
<tr>
<td>6</td>
<td><strong>Student Expectations for the Portfolio</strong>: Read and acknowledge expectations associated with the ASLEI Portfolio. <strong>Where You’ve Been &amp; Where You Are Going</strong>: Reflect on your learning during INTR 115 and look forward to INTR 215. <strong>Collecting, Reflecting, &amp; Storing Attribute Forms</strong>: Reflect on the three Attribute Forms collected and describe a storage system for them and current/future portfolio elements.</td>
<td>22</td>
</tr>
</tbody>
</table>

Total score: 100 points
**Evaluation Method:** The points for all the assignments in a course will add up to 100 points and letter grades are assigned as follows for UNDERGRADUATE classes:

- **A = 91-100** superior achievement of course objectives  
  **B = 81 - 90** average achievement of objectives  
  *(Reminder: you must maintain at least a “B” per class to meet graduation requirements)*  
- **C/D = 61 - 80** below average achievement of course objectives  
  60 or below is considered not passing.

**UNIVERSITY POLICIES**

**Student Code of Conduct:** You are expected to practice academic honesty in every aspect of this course. Make sure you know and understand the pillars of the UNC Honor Code: Honesty, Trust, Responsibility, Respect, and Fairness. Become familiar the Student Code of Conduct, especially the section on acts of dishonesty. Students who engage in academic misconduct are subject to grading consequences with regard to this course and/or university disciplinary procedures through the office of Student Rights and Responsibilities. If you have any questions, please refer to the Student Code of Conduct found at [Student Conduct Code](https://www.unco.edu/studentconduct).

**Sexual Misconduct/Title IX Statement:** The University of Northern Colorado prohibits and will not tolerate sexual misconduct or gender-based discrimination of any kind. UNC is legally obligated to investigate sexual misconduct (including, but not limited to sexual assault, sexual harassment, stalking, and intimate partner violence). If you disclose an incident of sexual misconduct to a faculty member, they have an obligation to report it to UNC’s Title IX Coordinator. “Disclosure” may include communication in-person, via email/phone/text message, or through in/out of class assignments.

If you wish to speak confidentially about an incident of sexual misconduct, please contact the UNC Counseling Center (970-351-2496) or the Assault Survivors Advocacy Program (970-351-4040). If you would like to learn more about sexual misconduct or report an incident, please visit [www.unco.edu/sexual-misconduct](http://www.unco.edu/sexual-misconduct).

**Equity and Inclusion Statement:** The University of Northern Colorado embraces the diversity of students, faculty, and staff, honors the inherent dignity of each individual, and welcomes their unique perspectives, behaviors, and worldviews. In this course, people of all races, religions, national origins, sexual orientations, ethnicities, genders and gender identities, cognitive, physical, and behavioral abilities, socioeconomic backgrounds, regions, immigrant statuses, military or veteran statuses, size and/or shapes are strongly encouraged to share their rich array of perspectives and experiences. Course content and campus discussions will heighten your awareness to each other’s individual and intersecting identities.

The Office of Student Rights & Responsibilities (located in Decker Hall) serves as resource to anyone seeking support or with questions about equity and inclusion at the University of Northern Colorado (UNC). If you are a witness to or experience acts of bias at UNC and would like to learn more about bias response or report a bias incident, please visit [https://www.unco.edu/dean-of-students/share-concern-complaint](https://www.unco.edu/dean-of-students/share-concern-complaint)/.