

ASSESSMENT PORTFOLIO WORKSHEET
2003-2004

Your assessment portfolio will be evaluated by educators and advisory committees and becomes the property of Moraine Park Technical College.

Program Name: Building Trades/Construction Worker
Program Number: 31-475-2
Required DML:

Student Name:
MPTC Six-Digit Student ID #:
Semester of Program Acceptance:

***Choose only 1 or 2 artifacts per Learner Outcome to include in Assessment Portfolio.**

Directions: Your completed Assessment Portfolio is a requirement for graduation. Use this Worksheet as you gather artifacts for the required Direct Measures of Learning (DML) in your program. Use columns A and B to enter dates or titles of work that show evidence of your skills and abilities. In column C; use the following key to document the type(s) of evidence you will use to demonstrate growth and/or progress: 1 = Artifact from other coursework, 2 = Integrated in reflection, 3 = Draft or first effort at required DML, 4 = Other (specify). **Note:** These criteria will be used to verify your portfolio at the time of graduation.

Contact Course Instructor If No Artifact Is Listed In This Column SUGGESTED ARTIFACT*	A Artifact Linked to Outcome	B Reflection Statement	C Evidence of Growth/ Progress
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EXIT LEARNING OUTCOMES			
Program Learner Outcomes			
Demonstrate basic welding and cutting skills			
Demonstrate electrical theory and safety			
Demonstrate use of measurement tools			
Explore trade opportunities			
Identify construction materials and applications			
Integrate construction theory fundamentals with related applications			
Investigate mechanical processes found in building trades			
Investigate plumbing code and construction applications			
Operate a CADD system			
Operate construction-related equipment			
Perform construction trades mathematics applications			
Practice construction safety principles			
Utilize blueprints to evaluate construction work			
Work in a team setting			

Core Abilities (cont.)	Suggested Artifact	Artifact Linked to Outcome	Reflection Statement	Evidence of Growth/Progress
Act Responsibly				
<i>Complete assigned tasks according to prescribed deadlines.</i>				
<i>Complete assigned tasks according to prescribed criteria.</i>				
<i>Adhere to established attendance criteria.</i>				
Value Self Positively				
<i>Adapt hygiene and appearance to requirements of work and educational environment.</i>				
<i>Identify personal strengths and areas for improvement.</i>				
<i>Exchange information, ideas, and opinions in a team/group setting.</i>				
<i>Show evidence of respect for diversity.</i>				
Think Critically and Creatively				
<i>Distinguish between fact and opinion.</i>				
<i>Synthesize information from a variety of sources.</i>				
<i>Use problem-solving and decision-making strategies.</i>				
<i>Apply global perspective to decisions and actions.</i>				
Communicate Clearly				
<i>Use bias-free language.</i>				
<i>Use language that is free of obscenities.</i>				
<i>Apply listening skills.</i>				
<i>Apply standard rules of language structure including grammar, spelling, and punctuation.</i>				
Work Productively				
<i>Complete assigned tasks according to established conditions.</i>				
<i>Evaluate work using established criteria.</i>				
Learn Effectively				
<i>Use resources to meet learning needs.</i>				
<i>Organize information.</i>				
<i>Produce evidence of learning.</i>				