

**MORAINE PARK TECHNICAL COLLEGE  
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST  
2005-2006**

**Program Name:** Child Care Services  
**Program Number:** 31-307-1  
**Required DML:** Capstone Projects, Demonstrations

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

\* \* \* At least one artifact is required for each learning outcome \* \* \*

**Directions:** In columns A and B, student enters dates when items are completed or checks Column C if transcript is used for advanced standing credits. Verifier initials column D when portfolio is verified for graduation requirement. Submit a signed copy (see last page) of this form with a copy of your portfolio for verification. Note: Keep original portfolio; submit a copy.

Your Student Portfolio will be evaluated by educators and advisory committee members and becomes the property of Moraine Park Technical College.

Contact Course Instructor If No Artifact Is Listed In This Column	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Suggested Work Sample from Performance Asmt</b>	<b>Work Sample Linked to Outcome</b>	<b>Reflection Statement</b>	<b>Transcript Used</b>	<b>Verified</b>

<b>Program Learning Outcomes</b>				
Demonstrate advocacy and professional and ethical standards				
Develop respectful relationships utilizing communication techniques with staff, families and communities.				
Implement developmentally appropriate curriculum.				
Incorporate developmentally appropriate guidance strategies.				
Integrate safe, healthy and nutritional practices within the early childhood setting according to local,				
Provide a respectful, diverse and inclusive program				
Relate child development theory to practice.				
Utilize criteria, procedures and documentation methods for observing and assessment				

Continued

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
Contact Course Instructor If No Artifact Is Listed In This Column  <b>Suggested Work            Sample from            Performance Asmt</b>					
<b>General Education Learning Outcomes</b> Apply organizational and stylistic strategies to fit subject, audience, and purpose in communication <i>801-195 Written Communication</i>					
<b>Core Abilities</b>					
<i>890-125 Student Success AND            890-130 Career Development</i>		Core Ability Inventory			
		Core Ability Inventory and Self-assessment Reflection			
		<b>AND</b> Reflection essay "How I've Changed: Then and Now"			

**LEARNER:**

I understand that this portfolio will be evaluated by educators and advisory committees and becomes the property of Moraine Park Technical College.

**VERIFIER:**

After verification is complete, forward portfolio to the Outcome Assessment Office.

The contents of this portfolio  
 \_\_\_\_\_ **MAY**            **MAY NOT** \_\_\_\_\_  
 be displayed to other students and the general public.

\_\_\_\_\_  
 Signature of Learner

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Verifier

\_\_\_\_\_  
 Date