

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

Program Name: Graphic Communication - Electronic Prepress
Program Number: 10-111-6
Required DML: Internships

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	A	B	C	D
Suggested Work Sample from Performance Asmt	Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified

Program Learning Outcomes				
Apply basic color theory.				
<i>204-142 Electronic Illustration With Free Hana</i>				
<i>204-111 Typography</i>				
<i>204-165 Principles of Graphic Design</i>				
<i>204-131 Electronic Illustration With Photoshop</i>				
<i>204-171 Prepress Graphics Production and Planning</i>				
Apply graphic design techniques.				
<i>204-142 Electronic Illustration With Free Hana</i>				
<i>204-111 Typography</i>				
<i>204-165 Principles of Graphic Design</i>				
<i>204-131 Electronic Illustration With Photoshop</i>				
<i>204-171 Prepress Graphics Production and Planning</i>				
Apply imaging operations.				
<i>204-142 Electronic Illustration With Free Hana</i>				
<i>204-111 Typography</i>				
<i>204-165 Principles of Graphic Design</i>				
<i>204-131 Electronic Illustration With Photoshop</i>				
<i>204-171 Prepress Graphics Production and Planning</i>				
Apply problem-solving concepts to assigned tasks.				
<i>204-142 Electronic Illustration With Free Hana</i>				
<i>204-111 Typography</i>				
<i>204-165 Principles of Graphic Design</i>				
<i>204-131 Electronic Illustration With Photoshop</i>				
<i>204-171 Prepress Graphics Production and Planning</i>				

Continued

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
		Suggested Work Sample from Performance Asmt			
Contact Course Instructor If No Artifact Is Listed In This Column					
Program Learning Outcomes (continued)					
Apply team-building techniques to accomplish specific team goals.					
<i>204-142 Electronic Illustration With Free Hana</i>					
<i>204-111 Typography</i>					
<i>204-165 Principles of Graphic Design</i>					
<i>204-131 Electronic Illustration With Photoshop</i>					
<i>204-171 Prepress Graphics Production and Planning</i>					
Assess customer needs.					
<i>204-142 Electronic Illustration With Free Hana</i>					
<i>204-111 Typography</i>					
<i>204-165 Principles of Graphic Design</i>					
<i>204-131 Electronic Illustration With Photoshop</i>					
<i>204-171 Prepress Graphics Production and Planning</i>					
Differentiate how work flows.					
<i>204-142 Electronic Illustration With Free Hana</i>					
<i>204-111 Typography</i>					
<i>204-165 Principles of Graphic Design</i>					
<i>204-131 Electronic Illustration With Photoshop</i>					
<i>204-171 Prepress Graphics Production and Planning</i>					
Employ graphic software to produce documents.					
<i>204-142 Electronic Illustration With Free Hana</i>					
<i>204-111 Typography</i>					
<i>204-165 Principles of Graphic Design</i>					
<i>204-131 Electronic Illustration With Photoshop</i>					
<i>204-171 Prepress Graphics Production and Planning</i>					
Manage files.					
<i>204-142 Electronic Illustration With Free Hana</i>					
<i>204-111 Typography</i>					
<i>204-165 Principles of Graphic Design</i>					
<i>204-131 Electronic Illustration With Photoshop</i>					
<i>204-171 Prepress Graphics Production and Planning</i>					

Continued

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
		Suggested Work Sample from Performance Asmt			
		Contact Course Instructor If No Artifact Is Listed In This Column			
General Education Learning Outcomes					
Apply organizational and stylistic strategies to fit subject, audience, and purpose in communication					
801-195 <i>Written Communication</i> AND					
801-196 <i>Oral / Interpersonal Communication</i>					
Evaluate content, organization, supporting materials, credibility, and style of communication for decision-making.					
801-196 <i>Oral / Interpersonal Communication</i>					
Perform mathematical calculations.					
804-106 <i>Introduction to College Mathematics</i>					
Determine mathematical concepts needed to solve an application.					
804-106 <i>Introduction to College Mathematics</i>					
Apply psychological principles to personal and professional relationships.					
809-199 <i>Psychology of Human Relations</i>					
Apply the foundational elements of economic reasoning to personal and business decision-making.					
809-195 <i>Economics</i>					
Examine the complexities of society from a sociological perspective.					
809-196 <i>Introduction to Sociology</i>					
Core Abilities					
890-125 <i>Student Success</i> AND		Core Ability Inventory			
890-130 <i>Career Development</i>		Core Ability Inventory and Self-assessment Reflection			
		AND Reflection essay "How I've Changed: Then and Now"			

Continued

LEARNER:

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

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

Signature of Learner

Date

VERIFIER:

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

Signature of Verifier

Date