

**MORAINE PARK TECHNICAL COLLEGE  
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST  
2006-2007**

**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	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>Suggested Work Sample from Performance Asmt</b>	<b>Reflection Statement</b>	<b>Work Sample Linked to Outcome</b>	<b>Transcript Used</b>	<b>Verified</b>

<b>Program Learning Outcomes</b>					
Apply basic color theory.					
<i>204-142 Electronic Illustration With Free Hand</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 Hand</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 Hand</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 Hand</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			
Program Learning Outcomes (continued)		Contact Course Instructor If No Artifact Is Listed In This Column			
Apply team-building techniques to accomplish specific team goals.					
<i>204-142 Electronic Illustration With Free Hand</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 Hand</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 Hand</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 Hand</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 Hand</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>					
Transfer files across platforms using a network					

Continued

		ARTIFACT			
		A	B	C	D
		Work Sample Linked to Outcome	Reflection Statement	Transcript Used	Verified
		Suggested Work Sample from Performance Asmt			
<b>Core Abilities</b>					
890-125 Student Success <b>AND</b> 890-130 Career Development		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.

<p>The contents of this portfolio  _____ <b>MAY</b>       <b>MAY NOT</b> _____  be displayed to other students and the general public.</p>
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\_\_\_\_\_  
Signature of Learner

\_\_\_\_\_  
Date

**VERIFIER:**

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

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

\_\_\_\_\_  
Date