

**MORAINE PARK TECHNICAL COLLEGE
PORTFOLIO WORKSHEET/VERIFICATION CHECKLIST
2007-2008**

Program Name: IT - Network Specialist
Program Number: 10-150-2
Required DML: Portfolio Artifacts

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 | Reflection Statement | Work Sample Linked to Outcome | Transcript Used | Verified |

| Program Learning Outcomes | | | | |
|--|---|--|--|--|
| Design Networks | | | | |
| <i>150-141 Computer Network Installation</i> | Network Cabling System Documentation Guide | | | |
| <i>150-131 Network Administration Concepts</i> | Network Directory Project | | | |
| <i>150-142 Design & Integration of Networks</i> | Network Diagram with Design Rationale | | | |
| Install a horizontal cabling system | | | | |
| <i>150-141 Computer Network Installation</i> | Photos of Lab Project | | | |
| Install networks. | | | | |
| <i>150-141 Computer Network Installation</i> | Network Cabling Documentation Guide | | | |
| Integrate data network services. | | | | |
| <i>150-120 Microsoft Servers</i> | Check-off Sheet | | | |
| <i>150-142 Design & Integration of Networks</i> | Final Project Documentation | | | |
| Perform tasks required of network administrators. | | | | |
| <i>150-141 Computer Network Installation</i> | Network Cabling Documentation Guide, Photo of Lab Exercise, Check-off Sheet | | | |
| <i>150-140 Microsoft Network Administration</i> | Check-off Sheet | | | |
| <i>150-132 Novel Network Administration</i> | Step-by-Step Inst. Guide | | | |
| | Network Documentation | | | |
| <i>150-120 Microsoft Servers</i> | Check-off Sheet, VPN Project, Terminal Serv. Project | | | |

Continued on the following Page

| | | ARTIFACT | | | |
|---|---|-------------------------------------|--|--------------------|----------|
| 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 | Self Assessment/ Reflection Statement | Transcript Used | Verified |
| Program Learner Outcomes (continued) | | | | | |
| Examine Network Security | | | | | |
| 150-132 Novell Network Administration | Step-by-Step | | | | |
| 150-142 Design & Integration of Networks | Documentation Guide | | | | |
| Provide technical support for networks. | | | | | |
| 150-141 Computer Network Installation | Check-off Sheets | | | | |
| 150-140 Microsoft Network Administration | Check-off Sheets | | | | |
| 150-132 Novel Network Administration | Step-by-Step Inst. Guide | | | | |
| 150-102 Microsoft Workstations | Check-off Sheets | | | | |
| Set-up workstations in a network environment. | | | | | |
| 150-141 Computer Network Installation | Documentation Guide | | | | |
| 150-102 Microsoft Workstations | Check-off Sheets | | | | |
| 150-142 Design & Integration of Networks | Configuration Check-off Sheet | | | | |
| Write procedural documentation | | | | | |
| 150-141 Computer Network Installation | Network Cable Documentation Guide | | | | |
| 150-142 Design and Integration of Networks | Network Diagram Design Rationale | | | | |
| Core Abilities | | | | | |
| 890-125 Student Success AND 890-130 Career Development | Core Ability Inventory | | | | |
| | Core Ability Inventory and Self-assessment Reflection | | | | |
| | AND 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