Occupational Course of Study
Senior Portfolio Evaluation and Presentation

All seniors participating in the Occupational Course of Study Diploma pathway must complete and present a Career Portfolio. The following rubrics are to be used to evaluate the Portfolio and Presentation. Schools should schedule the presentations for the week before or the week of exams.

SCORING
Each rubric has a total point value of 100 points. The subsections are valued at 5 or 10 points. An average may be used for the Portfolio Presentation evaluation but a consensus should be reached by a product committee and one set of points given to the student. The two grades, portfolio product/paper and the presentation are to be averaged together and applied to Occupational English IV. The grade is 20% of the semester English grade.

Ex: Product or Notebook consensus grade 94
Presentation grades 89, 91, 90 = average of 90
Final Grade for Career Portfolio 94 + 90 = 184/2 = 92
(Product or Notebook grade + Presentation average, divided by 2 = Final Grade)

SCORING COMMITTEE
The scoring committee is made up of three members. If possible, one of which should be from outside the student's school staff and faculty.   The student's teacher(s) or case manager **may not** be on the committee. Suggestions for portfolio committee members are: teachers, administrators, counselors, special populations coordinator, coordinating teacher, parents, CBT employer, VR counselor, or Occupational Course of Study Support Teacher.

STUDENTS WITHOUT PAID EMPLOYMENT
Students without paid employment may receive partial credit for evidence and an explanation of what has been done to obtain. a job. If the presentation is in the 1st semester and the student has a job but the hours have not been completed, the committee may use their own judgment to give full credit, if the 360 hours will be completed by graduation. Students that have a job but will not complete 360 hours by graduation may receive partial credit.

CERTIFICATE OF GRADUATION
Students that do not have a paid job or will not complete 360 hours of paid employment by the graduation date are included in this portfolio process.

Students should present themselves in a professional manner and dress in interview attire. Note cards may be used in the presentation.