Dreamweaver MX

Rocky Point High School

Final Examination

Why Have an Electronic Portfolio?

Electronic Portfolios are advanced ways of showcasing your skills and achievements for prospective employers or institutes of higher education. It is a good way to neatly package skills in multimedia techniques, and they can be accessed virtually anywhere in the world.

Should Include:
1. Personal information to share with the world and related links to these topics
2. E-mail address link (optional)
3. Course Projects/ field experiences
4. Demonstrate understanding of course goals
5. Be different! Show off your creativity!
6. Table of contents
7. Date of work
8. Description of task
9. Reflection of entry (your personal thoughts about the project and the process involved - why did you do the project -why did you add it to your portfolio, -what would you do differently next time?)

Sample Topics:

Student Exhibitions
- -written work
- -reflections
- -visual works
- -video/audio clips of performance

Academic Records
- -transcripts
- -attendance
- -SAT/ACT scores

Employability Transcripts
- -internships
- -career skills
- -work experience
- -attendance

Global Community Involvement
- -student projects
- -community service

Extracurricular Activities
- -athletics
- -academic teams
- -student activity
- -marching band
- -school clubs

DREAMWEAVER FINAL EXAMINATION
Electronic Portfolio Instructions

An **Electronic Portfolio** is an innovative way to chronologically categorize all your accomplishments, projects and work experience in a professional manner. Traditional portfolios are bounded in 3-ring binders with dividers and many sheets of papers. The advantage of having an electronic portfolio is that all the information is on a single compact disc and updates such as sound, animation and changes can be made quickly and easily in your web pages.

IMPORTANT:
Collect your supporting documents (artifacts) in electronic form and store in a **single** folder called "**portfolio**" contained in your Dreamweaver folder.

1. Define a new Dreamweaver site called "**PORTFOLIO**"

2. Create appropriate folders for images and PDF documents

3. Insert **6 new files/pages** for each area of the portfolio (Resume, Skills, Professional Activities, Community Involvement, Athletic Activities, and Contact Information, etc.). Note that the title of each web page will reflect the content.* You can determine the names of the pages. You will pick 5 + 1 refection page.

4. Use GuidanceDirect.com to create your resume. This will then be available when you need it as a senior.

    *You may elect to create a portfolio that includes your best work from 4 subject areas (classes taken this year). You can add elements (images) to the individual pages if you would like to do this. For example: Science, English, Social Studies, and Dreamweaver. If you have any ideas on alternate types of portfolio website, please receive prior approval.

5. Each site should include a "**Reflection**" page that will include the skills that you learned in Dreamweaver and the way that you think that these skills will be applied in college and in your future career.

6. Enter the relevant information to each area. Include links to supporting documents, explanations of what each document is about, and how it demonstrates your competency.

7. Insert a site navigation bar at the top or the bottom of the pages **as well as a breadcrumb trail if you would like**. Pages should have consistency.

8. Format the web site by creating a template and the associated editable regions or use a template that you find available for free online. **Do NOT select a template** that is too advanced in formatting. This will only complicate the process of creating a portfolio.

9. Continue adding information and images as necessary. You should use at least one linked CSS (cascading style sheet).

10. Once you have finished your portfolio, be sure to spell check and proofread for any errors.

11. Make sure all files are located in the portfolio folder are linked properly. Have a classmate review the portfolio and provide suggestions or changes.

12. Students will tailor the Portfolio Heading provided by adding their name. Students must use at least one table, one template with editable regions, one CSS style sheet, a minimum of 10 images, well-written text and associated links. Spelling counts, so proofread carefully.

Name:_____   **Date:**_____

Final Exam for Dreamweaver—Web Page Rubric

	1	2	3	4	Your Score
Page Design	Many pages are either cluttered or empty. There is no text/image balance. No attention paid to variation in design.	Some pages are either cluttered or empty. Inconsistent attention paid to sizing of graphics, placement of graphics and text, and text wrapping.	Most pages contain well-placed objects, with thoughtful text/image balance. Inconsistent text wrapping.	Objects on all pages are well placed and sized. Pages are not cluttered or empty. A template was used. Imaginative and logical text wrapping.	
Navigation	Many necessary buttons or tools are missing or difficult to use. Navigation from page to page is difficult or even impossible.	Not all necessary buttons are present. Navigation from page to page is confusing.	Navigation from page to page is typically easy.	Navigation from page to page is consistently easy and logical.	
Mechanics	Text contains many spelling/grammar errors. Sentences seem disconnected, and there is carelessness throughout.	Text contains some spelling/grammar errors. Little logical structure or flow to sentences. Evidence of carelessness in writing.	Grammar and spelling are nearly flawless. Logical sequence apparent. Some wording is careless. Inconsistency in style.	Grammar and spelling are flawless and the flow provides a logical pathway of ideas. Consistent and engaging style throughout.	
Graphics	Images do not connect to text and/or are not relevant.	Images are not always relevant. Text citations are not always present and do not connect to images.	Images are mostly relevant. Text citations are usually present and identify the images.	Images are relevant, and complement the text. Each image is cited in the text and identified. The number of images is appropriate.	
Quantity	Student has less than 2 pages that are complete. The reflection page is missing or incomplete. Student failed to name the home page index.html.	Student has 3 pages that are complete. The student did not correctly name the pages.	Student has 4 pages that are mostly complete. Includes many important details about graphics, content, formatting, and effects. Most of the pages are named properly.	Student successfully created a portfolio site, named the pages correctly including an index page AND there are 5+ pages in total including a reflection page.	
Content	Information is cursory or incorrect. Little understanding of content is evident from presentation.	Some solid information presented; however, some information is incorrect or cursory.	Information is clear and correct throughout most of presentation.	Information is well presented, clear, and correct throughout..	

Total Points: _____   **Grade:** _____

Scale:

24 = 100   19=80
23=95   18=75
22=90   17=70
21=88   16=65
20=83   15 or less = 50 %