Revision Portfolio
Capstone Intensive Writing Project

LEARNING OUTCOMES

Demonstrate effective revision skills by evaluating previously submitted writing, identifying areas for continued improvement, and implementing revision choices that make the writing demonstrably more effective.

Demonstrate self-reflective learning and awareness of writing process by articulating and showcasing writing and revision skills.

Assignment Context

As the Capstone project in this intensive writing course, the Revision Portfolio provides a formal space for you to analyze your work over the semester, reflect on your learning, and craft a final compilation that shows your audience the ways in which you’ve developed as an analytical writer and thinker, capable of making and delivering nuanced arguments about texts.

As we’ve learned this semester, writing is not a straightforward, linear process that moves nearly or directly from idea, to draft, to spellcheck and submission. It’s a messier and more empowering process – a recursive process – that loops through any number of iterations between planning, drafting, and revising. In other words, Figure A can be misleading. Often, the most powerful writing comes from a willingness to grapple continuously with the ideas, the structure of the argument, and the arrangement of the prose - moving back and forth between multiple rounds of prewriting, drafting, and revision before arriving at editing and submission (more like Figure B).

This semester, you’ve learned to engage more thoughtfully and explicitly in this process. Now, you get to showcase what you’ve learned.

Figure A

Source: © RMIT Learning Lab

Figure B

Source: © Oxford Center for Staff and Learning Development
Assignment Criteria

For your capstone project, you will submit a carefully curated portfolio as a single PDF document. This portfolio must demonstrate to the audience that, at the culmination of this intensive writing course, you can craft analytical, interpretive arguments about fiction and deliver them in thoroughly revised pieces of formal writing. Your portfolio must include the following items.

Cover. A basic cover is fine (stating name, date, and title of the document, which could simply be: “Revision Portfolio”). A more creative cover that expresses your individuality is also welcome!

Statement of Learning. An opening document (400-600 words) contextualizing the portfolio and drawing salient connections. This should include an introduction paragraph and 2-to-4 body paragraphs addressing:
- what are the key things you’ve learned about writing, revision, and analysis this semester?
- why do you think they’re significant?
- how did you learn to develop them, and how will the audience see this development?

You must provide support for your claims by clearly telling the audience where they will see evidence of this learning in the pieces you’ve included (i.e. point them to elements and passages where they will see a specific skill developed between earlier and later drafts). Ultimately, this “Statement of Learning” should direct your audience’s engagement with the portfolio and demonstrate that you’ve met the three overarching learning objectives driving our course (see the front page of the syllabus).

Before & After Drafts. Choose previous pieces of writing from this course to revise (800 to 1200 words total). These must be pieces which have already undergone multiple drafts and were previously submitted as final drafts. Before you revise these pieces, save separate copies of them as PDFs. Analyze each of them, including any peer-review and instructor feedback. In each piece, help the audience see your revision process by annotating the document with comments. Use Adobe PDF’s highlight and comment feature (see image below). Use your comments to identify opportunities for improvement, perhaps describe and respond to specific feedback you received along the way, and articulate why (and potentially how) you plan to revise specific passages or elements of structure. Include at least 5 annotations per piece.

Once you have a set of annotations and a clear revision plan, revise each of the chosen pieces – making each the strongest piece of writing you can. Organize the portfolio so the audience sees the “Before” essay with your annotations first and then, immediately following, the “After” essay in its now improved state.

Tip Sheet. A one-page document (could be formatted as a table, series of bullets, short paragraphs, etc.) listing 3-5 “tips” you want to remember for the future when it comes to analytical writing and revision. Think about the places where you potentially struggled this semester - what were your initial instincts and then how did you learn to better execute the skill(s)? Think of this as a “cheat sheet” for your future self.
Submission

Compile your documents as a single PDF and submit to Canvas by the deadline.

Pro Tip: Create a folder for this project anywhere that makes sense to you (your desktop, Box account, Google Drive, Creative Coud, etc.). Organize and save in it all the copies of the documents you work on for this portfolio. Once each of your individual documents is finalized and saved as a PDF, you can compile them into a single file following thee steps.

Open Adobe PDF. Either click Tools from left menu or Combine Files from top bar menu.

Click Add Files. Highlight the files to add to the portfolio. Click Add Files.

Drag and drop documents to create the order you want. Click Combine. Save your file with a new title.