

Portfolio in Technical Communication

The Technical Communication Certificate requires you to keep portfolios of your work in TCC communication courses. When completing the TCC, you will then draw from these course portfolios to create a portfolio that represents your work throughout the curriculum.

Objectives

1. **Assess student learning and growth.** Students use portfolios to demonstrate their learning, to assess their own work, to document their work for job searches or graduate school, and to provide a reference in future courses or on the job.
2. **Assess curriculum.** Faculty use portfolios to assess individual course curriculum as well as overall curriculum, to show evidence of the college goals, and to document students' outcomes for accrediting agencies like ABET.

TCC Portfolio Content

Cover

TCC Portfolio
Department of Engineering Professional Development
Your name and major
Month and year

Table of Contents

Resume

TCC Curriculum

Your name and major
Years in the TCC program (Dates)
List of TCC courses
Other relevant courses

Internship Project

Your job title
Your sponsoring organization and contact person
Date of Internship
Title of Internship Project with summary (about 200 words)

Project Report or Proposal from EPD 397

Special Documentation Project (EPD 265, 392, 395, 690, Wisconsin Engineer)

Freshman Course Writing Sample (if available, for faculty use only)

Please submit your materials unbound. The TC program will keep all materials and will bind them in spiral books for future use.