

There are three main types of portfolios and they are Learning (Formative), Assessment (Summative), and Marketing (Employment). Each has its purposes and times to use them. Formative portfolios are an ever-changing list of supportive accomplishments and ideas that are updated as they occur. Summative portfolios can be described as a formal evaluation of completed works or projects. Then finally Employment portfolios are like traditional resumes that highlight your best accomplishments and are used for job opportunities and hiring. Then there is a process of completion for the three main types. These are, Working Reflective, Connected, and Presentation portfolios. The working portfolio normally takes the longest to complete simply because it is the collection process of artifacts. Reflective portfolios are the next step and once compiled all the collection of artifacts you want to represent can be reflected upon. Such as short paragraphs describing the significance of your artifact and accomplishments. The connected portfolio stage is only able to apply to electronic ones. This is because this stage connects all your works into a single living document. That is connected through hyperlinks to clean up the final product from being far too long to read at once. Then finally we have the presentation portfolio stage this stage can vary between the users. There are many ways of storing portfolios in this stage but the most common are CDR discs, www servers, and or videotapes. With most people being more comfortable with www servers I find this one to be the most used among most people. The presentation of this is encouraged to be as real as possible and then stored to show others for meaningful feedback. Then you can improve upon the existing copy to meet goals that were set to accomplish. I have a little experience with electronic portfolios in the past. In a previous course, it was one of our beginning assessments to create one and update with proud works of ours. Then part of our final grade was the evaluation of what we chose to present. It was a good experience that dabble in website design and opened the door to electronic portfolios.