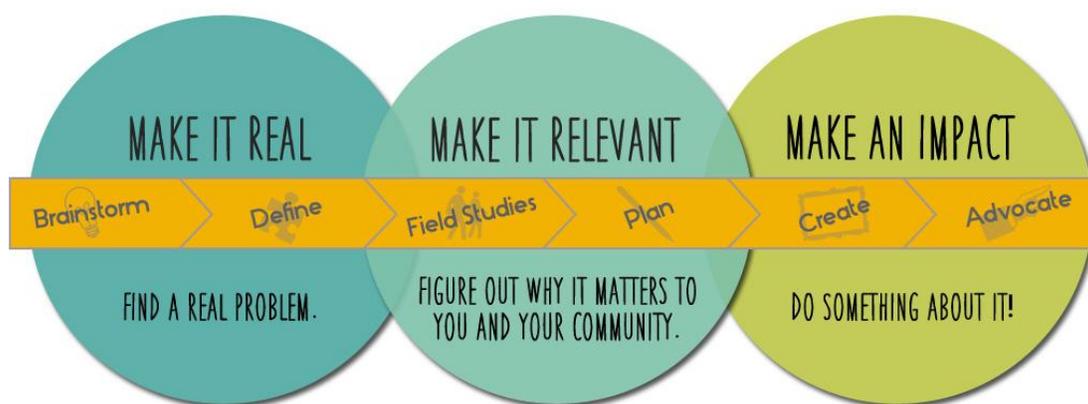




STUDENT PROCESS PORTFOLIO

A process portfolio is a place to record your work and personal reflections as you complete a project. It's a place to keep all your work together, and also gives you a format for sharing your final outcomes with a wider audience. This portfolio is meant to be a general guide. **Adapt this to meet your project needs.**

This portfolio will support you through the three phases of Problem-Based Learning by providing spaces to brainstorm, define your problem, collect your field studies, develop a plan, and share your project assets in the "Create" and "Advocate" steps.



CONTENTS

- I. **MAKE IT REAL:** Brainstorming Notes, Initial Research Findings & Problem Statement
- II. **MAKE IT RELEVANT:** Detailed Field Studies, Revised Problem Statement, and Action Plan
- III. **MAKE AN IMPACT:** Your project assets, including materials you've created to inform, persuade or convince others to take action.

MAKE IT REAL

Where are you Starting?

Some people begin their project with a clear idea of a problem they want to address. Others begin by investigating a place such as their school or community. Others begin with a specific topic, such as an environmental issue or social problem.

What's your topic?



What do you know your topic at the local level? Does it have global significance, and how? <Check out [Get Glocal](#) for more help exploring the local to global connection.>

What do you want to know more about? List some questions here.

Investigate & Define the problem

INVESTIGATIONS: How did you investigate your questions? Share the results of any interviews, surveys, online research or observations here.

Embed an image or insert a link to research files, or simply type in your results here!

REFLECT:

Which research methods worked? Which didn't?

What did you learn about your topic? What might you need to investigate further?



Clearly state what the problem is, who the target audience is, and describe why the problem be happening.

- *Example: Students only recycle when it's convenient; providing more convenient ways to recycle would decrease unrecycled waste.*
- <Check out [What's the Problem](#) for more help defining your problem.>

MAKE IT RELEVANT

Field Studies

How did you investigate your problem statement or hypothesis? Share the results of any interviews, oral histories, community-based surveys, observations, expert-supported research, or other research methods here.

Embed an image or insert a link to research files, or simply type in your results here!

ANALYZE: What patterns emerge in your data? What conclusions can you make?
<Need help? Check out [Running the Numbers](#) on MASH>

Embed an image or insert a link showing your analysis (chart, graph, other visual).

REFLECT: Which methods worked best for locating the information you needed? Which didn't?

Did you prove or disprove your problem statement? What edits do you need to make your statement?

Revised Problem Statement

Checkpoint: Be sure your case study evidence supports your revised problem statement!

This is the turning point in your project. You've collected lots of research and data, and now it's time to make a plan for putting your ideas into action! Use *Make a Plan* to create your plan, then share your results here.

Plan

Embed an image or insert a link to your plan, or simply summarize your plan here!

Get Feedback!

Get your classmates, teacher or even outside experts to give you feedback on your plan. Share their suggested revisions here and upload your revised plan.

MAKE AN IMPACT

Your problem statement and plan will drive what you create. Share your drafts and record feedback from peers, teachers, and others here.

Create

Embed an image, video or insert a link to your work.

Get Feedback!

Get your classmates, teacher or even outside experts to give you feedback on your plan. Share their suggested revisions here and upload your revised plan.

REFLECT:

- How did you revise your work to make it better?
- What new tools and skills did you learn while creating your work?

Advocate

Share your final work.

Embed an image, video or insert a link to your work.

REFLECT:

- What did you learn about yourself through this process? What strengths or skills did you build?
- What part of the project did you enjoy most? The least?
- Impact- What impact did your project have? Did it change anything?
- Audience - Who did you reach? What methods were most effective in reaching them and why?