SUMMATIVE PORTFOLIO EVALUATION SHEET

Name: _____   Date: _____

CRITERIA	LEVEL 4 80-100%	LEVEL 3 70-79%	LEVEL 2 60-69%	LEVEL 1 50-59%	BELOW LEVEL 1 Below 50%	MARK
PORTFOLIO GRAPHICS & LAYOUT	• very well designed pages • excellent, professional looking banner/mast-head for site • excellent page layout/design that follows web conventions (consistent layout, placement of page elements, etc.) • easy-to-use, well designed buttons, navigation and link elements • very consistent, appropriate fonts and appealing colour scheme used	• well designed pages • good, professional looking banner/mast-head for site • good page layout/design that follows most web conventions (consistent layout, placement of page elements, etc.) • easy-to-use, buttons, navigation and link elements • consistent, appropriate fonts and colour scheme used	• adequate page designs • acceptable banner/mast-head for site • basic page layout/design that follows web conventions to some degree • basic buttons and/or navigation elements featured • some use of consistent fonts/colours - website could be more unified design	• poor page designs and page layout/design that does not follows many web page conventions • poorly designed banner/mast-head for site • very basic buttons and/or navigation elements featured • inconsistent fonts/colours used - unappealing colour scheme and/or inappropriate fonts/sizes	• unfinished and/or very poorly designed pages that lack any real design or layout work • missing or very poorly designed web banner • very poor use of navigation tools, such as buttons, etc. (or missing elements) • very poor selection of colours and fonts	/30
COMPLETENESS/ CONTENT	• all project elements from semester included in site (rough work scans, links to final projects in web appropriate formats) • thumbnails used for links to projects and clearly identified • pages feature cropped and thumbnailed screenshots as required	• most project elements from semester included in site (rough work scans, links to final projects in web appropriate formats) • some thumbnails used for links to projects • pages feature some screenshots as required	• project elements from semester included in site (a few missing elements) • text or button links used for projects (no thumbnails) • few if any screenshots included	• project elements from semester included in site, but missing some important material • text or button links used for projects (no thumbnails) • missing screenshots for most/all projects	• some project elements included, but missing significant content • missing or non-functional links to some projects or hard to identify links • no screenshots used	/35
PROJECT SUMMARIES	• very detailed, well written summaries included for all projects • excellent level of detail regarding skills development, process and challenges during projects	• detailed, fairly well written summaries included for all projects • good level of detail regarding skills development, process and challenges during projects	• brief, average quality summaries provided for most projects • lacking some details regarding skills development, process, etc.	• poor quality summaries that lack detail and are poorly written • a number of projects are missing summaries	• few if any summaries provided • no useful level of detail provided • very poorly written	/5
NAVIGATION & USE	• excellent, easy-to-use navigation tools on every page in consistent location • additional navigation tools added to make for easier experience with portfolio (breadcrumbs, text links, etc.) • excellent site organization that is well planned and very logical • all links work perfectly	• easy-to-use navigation tools on every page in fairly consistent location • some additional navigation tools added to make for easier experience with portfolio • good site organization that is fairly well planned • all links work	• navigation tools on every page but lacking some consistency with location • basic site organization that reflects some planning, but could be more effectively mapped out • most links work as expected (minor link issues, if any)	• inconsistent navigation tools from page to page (different locations, missing elements, etc.) • site is poorly organized and difficult to navigate; lacks pre-planning • a number of broken or incorrect links	• missing navigation tools • some pages require use of BACK buttons to navigate • very poorly planned pages • missing links on many pages • no evidence of planning	/10
OVERALL IMPRESSION & AESTHETICS	• excellent, very professional looking portfolio that provides an impressive showcase of personal work	• good, professional looking portfolio that provides an appealing showcase of personal work	• average looking portfolio that provides basic showcase of personal work	• poor impression created by site due to lack of care with design and organization; not an effective showcase of work	• very poor impression of final work; shows lack of care and attention to detail	/10
FILE MANAGEMENT	• superb file management • all projects saved in appropriate folders and clearly labelled within the site folder • all files saved in appropriate "web friendly" formats along with original work in separate folder(s) • burned properly to DVD	• good file management • projects saved in appropriate folders within site folder • files in appropriate "web friendly" formats and original files in separate folder • burned properly to DVD	• basic file management • some issues with projects saved in incorrect folders or not labelled appropriately • some files not saved in proper formats for use on a website • burned to DVD	• poor file management • projects not saved in correct folders or issues with file locations that create navigation/link problems • a number of files saved in incorrect, web incompatible formats • either burned to DVD or submitted to hand-in folder	• little if any demonstration of file management • missing projects and/or folder • incorrect file formats used throughout site • only submitted to hand-in folder and not organized or added to website	/10
					TOTAL	/100

NOTE - students who only submit final project work in a folder (HAND-IN) and do not add material to a website will not receive a mark higher than 50% for final summative.

COMMENTS ON REVERSE (IF APPLICABLE)