

**For Reference Only**  
**Contents and Structure of Portfolio for Schools' Internal Assessment**  
**(Drafted by Professor Hwang Ren-lai)**

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- Portfolio should show appreciation and criticism of art and research process relevant to art making / critical studies;
- Present artwork / critical studies of the selected theme (each portfolio consists of three pieces of work. All of them may be artwork, or one of two pieces of them are critical studies. The artwork can be presented in any media, materials, skills and techniques.)
- The following content and structure are recommended for reference of developing a portfolio in one semester. The same content and structure can be followed for portfolio development of the whole school year.

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|---|--|
| 1. Cover  | Show the subject name and student name   |
| 2. Content page                                   | List out the content of the portfolio in sequential order and assign page numbers  |
| 3. Description of theme                           | Describe(1) title of the theme, (2) time, (3) learning objectives, (4) media and materials, (5) the scope of relevant appreciation and criticism of artwork and research   |
| 4. Requirements of the task(s)                    | State the submission date for relevant art appreciation and criticism, and research  |
| 5. Assessment criteria                            | List out the assessment criteria, assessment method and weighting of each criterion ( 5 Levels )   |
| 6. Research process for art making                | Show research process which is related to the theme (Research on art making, such as sketches, journals, images, interviews, etc.)   |
| 7. Art appreciation and criticism *               | Appreciation and criticism of art relevant to the theme (appreciation in the context of creation and in the context of viewing)  |
| 8. Reflection on art making                       | Show reflection on the process of art making, artwork, problem solving, progress of development, etc.  |
| 9. Reference materials: articles, books, journals | Use APA (or other system) to list out the source of references: author (year of publication), title, place of publication, publisher. Or author (year of publication), title, title of journal, issues, starting and ending pages. |
| 10. Reference materials: web materials            | Author (date of issue), title, name of website, address of website. If the date of issue is not found, replace it with the date of browsing the website. (e.g. browsed on 2006.07.20)  |

Note : \* The (1) name of the artist, (2) date, (3) title, (4) media, materials, and (5) dimension of each piece of artwork should be listed

- The following should be listed:(1) artist, (2) date, (3) title, (4) media and materials, (5) dimension, (6) ideas/rationale of the artwork, (7) form and content, (8) techniques and skills (each piece of artwork should consist of a description of at least one page) for each piece of artwork presenting the selected theme.