

# Memorandum

**To:** A.P. English Literature and Composition Students

**From:** Mrs. Everson

**Date:** 6/14/2005

**Re:** Semester Portfolio Review

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## First Semester Portfolio Response

1. Organize the materials in your binder, assembling each writing project with the final draft and evaluation sheet on top. Place other drafts, notes, etc. behind the final draft. All projects and assignments to date should be in your possession. Organization is key for success at the college level; practice NOW.

\_\_\_\_\_ Old Bird Essay

\_\_\_\_\_ 1984 Journals

\_\_\_\_\_ Beowulf Journals

\_\_\_\_\_ Canterbury Tales Journal

\_\_\_\_\_ Beowulf Essay

\_\_\_\_\_ Chaucer Essay

\_\_\_\_\_ Technical Research Paper

\_\_\_\_\_ British Book Report (Not returned yet)

2. Write a memo to me using this memo form. Discuss the questions in boldface type:
  - a. The materials in your binder represent only a few of the kinds of writing you have done in AP English class. You've written thoughts, ideas, summaries, essays, and a research paper, a book report, notes, journal responses and critiques of the writings of others. **Which type(s) of writing have been most satisfying for you personally and which have been the most difficult? Why?**
  - b. When you look over the comments on your drafts and final products, **what seems to be your writing strengths? What are your weaknesses and with what problems in writing are you most concerned? What surprises you about the comments, either by your teacher or another student? What goal designed to improve your writing have you established for second semester?**
  - c. You've read two novels, historical and technical articles on which you have taken notes, and much classical literature. You've read directions, summaries, and materials on the Internet. **What types of reading are most meaningful for you and why?**
  - d. Speaking before the class and listening to others have been important aspects of A.P. English. **Has anything changed about your speaking and listening experiences? What would you like to improve or change?**
  - e. **What have you learned or confirmed about yourself as a team player and as an independent learner?**
  - f. Do you feel your writing has improved? If so, explain how? If not, explain why you feel it has not.