

## GUIDELINES FOR THE PREPARATION OF A LITERATURE PORTFOLIO

The Department of Literature, Journalism and Modern Languages at Point Loma Nazarene University currently requires majors in literature (both those concentrating in English Education [LIT-EE] and those concentrating in Literature [LIT-LIT]) to compile a portfolio of work during the spring semester of their senior year. This portfolio will not, in any way, affect the student's graduation or the student's grade in any course; instead, it is meant to help the department assess the effectiveness of its programs. Please read carefully the instructions below for creating a portfolio and submitting it to the department.

**Creating your portfolio:** The senior portfolio should include three pieces of critical writing. At least two of these pieces should involve literary analysis. The portfolio may include one linguistics paper, but this is not required. Papers should probably be fairly recent and represent work done at PLNU.

Papers should be in a typed, clean copy. You should not submit papers with grades and comments still attached from another course. All papers should be freshly typed or printed off and it is assumed that you will do a thorough job of proofing your work for grammar and spelling errors. Works submitted should **not** be signed with the individual student's name. Rather you should sign using only your ID number.

**Submitting your portfolio:** Portfolios should be handed in to your LIT 495 professor or e-mailed to Edie Chapman by (*insert date*).