

FCS Portfolio Guidelines		
University KQI	Required Table of contents (KQI)	Required Artifacts
Computer Competence: Familiarity and competence in using word processing, spreadsheets, data bases, presentation software, and web environments	KQI 1: Professional competence in application and use of technology	Spreadsheet: FCS 322 Internet Sites: FCS 401 or other major classes that may have provided this information. PowerPoint Presentation: FCS 401. Written reflection as required (see reflection form in this handbook).
Communication Competence: Ability to write and speak clearly and persuasively and communicate effectively	KQI 2: Professional vocabulary and effective communication	Select artifact(s) that demonstrate your ability to interpret or apply professional vocabulary. You may use the same artifact to demonstrate competence in more than one KQI, but there must be a written reflective statement relative to each KQI that is represented. Cross-list artifacts used to represent more than 1 KQI.
Critical/Creative Thinking Competence: Ability to analyze situations, read complex written material intelligently and critically, and imaginatively construct new possibilities to old and new problems	KQI 3: Critical thinking competence	Career Observation & Reflection: FCS 201 Capstone Paper: FCS 401 Selected Writings from Major Classes. (These items may be cross-referenced to other appropriate KQIs.) Written reflection.
Competence in a Discipline: Ability to focus in on one subject and become an expert in it in a deep way; breadth of learning	KQI 4: Ethical standards of behavior	Statement of Personal/Professional Ethics and Philosophy: FCS 401. Written reflection.
Competence in a Discipline: Ability to focus in on one subject and become an expert in it in a deep way; breadth of learning	KQI 5: Professional Behavior	Statement of Personal Covenant developed when you enrolled at Northwest. List of professional organization appropriate to your expertise with resources one. Final Resume. Written reflection.
Competence in a Discipline: Ability to focus in on one subject and become an expert in it in a deep way; breadth of learning	KQI 6: Public Policy Knowledge and Activities	Public Policy Internet Assignment from 15-401. Lists of legislative contacts, letters to law-makers, or lists or discussions of laws (local, state &/or federal that impact your professional specialization. Papers from such classes as 15-250, 15-424, 15-334, and 15-212 which include references to or interpretation of legislation may be included. If included for other KQIs, cross reference and complete a written reflection relevant to KQI 6.

*\*Seniors must apply for graduation in the Registrar's Office at the beginning of the trimester in which they plan to graduate.*

Suggested Artifacts from Each Major			
Foods & Nutrition	Merchandising	Child & Family Studies	FACS Education
15:130 - SerSav Certification 15:232 - Cycle Menu Project 15:332/333 - Catering Project 15:334 - Social Marketing Project 15:350 - Home Equipment Demo 15:430 - Restaurant Project 15:540 - Adult Learner Project	15:150 - Reflective Writing Assign. 15:160 - Holistic Analysis Project 15:250 - Reflective Writing Assign. 15:266 - Company Profile 15:350 - 3D Kitchen Design & Reflection. 15:362 - Reflection on textile product knowledge 15:368 - Photos/Reflection of Display Work 15-435 - Application of Principles of Merchandising Reflection Paper 15:450 - Reflective Writing Assign. 15:466 - Knock-Off Project	15:212 - Authentic Assessment Rubric 15:312 - Case Study Analysis 15:316 - Oral History 15:322 - Purchase Project 15:410 - Parenthood Project 15:412 - Genogram 15:413 - Resource Portfolio Outline 15:424 - Group Project 15:424 - Policy Analysis 15:426 - Group Presentation 15:426 - Resource Web Page/Booklet	See major advisor for complete portfolio requirements. The requirements for secondary education are to be followed.