

Course: Language Arts 7, First Quarter
 Curriculum and Writing Audit Report
 Author's Backpack Writing Portfolios

School: _____
 Administrator: _____

Teacher: _____

Organization of Writing Portfolios	Teacher Log Completion	Writing Portfolios
<input type="checkbox"/> Organized (Student portfolios have an identifiable method of organization.) <input type="checkbox"/> Needs improvement or no organization	<input type="checkbox"/> Complete (Teacher is keeping an up-to-date "Teacher Log" of class writing assignments.) <input type="checkbox"/> Incomplete	<input type="checkbox"/> Met District Curriculum Writing Objectives (Student and Teacher Logs are up-to-date, and Student Portfolios are complete with quarterly-assigned Author's Backpack writings.) <input type="checkbox"/> Did not meet District Curriculum Writing objectives, requires follow-up by <input type="checkbox"/> School Administration and/or <input type="checkbox"/> District
Additional Comments:	Additional Comments:	Additional Comments:

Student Portfolios

Student	Organization of Portfolio	Student Log Completion	Creative Writing or Poem	Full Process Research Essay
1.	<input type="checkbox"/> Organized (Student's folder is labeled and work is in order of completion.) <input type="checkbox"/> Needs improvement or no organization	<input type="checkbox"/> Complete (Student is keeping an up-to-date "Student Log" of their writings.) <input type="checkbox"/> Incomplete	<input type="checkbox"/> Graded Creative Writing or Graded Poem	<input type="checkbox"/> Prewriting or outline <input type="checkbox"/> First Draft with revision notes <input type="checkbox"/> Final Draft
2.	<input type="checkbox"/> Organized (Student's folder is labeled and work is in order of completion.) <input type="checkbox"/> Needs improvement or no organization	<input type="checkbox"/> Complete (Student is keeping an up-to-date "Student Log" of their writings.) <input type="checkbox"/> Incomplete	<input type="checkbox"/> Graded Creative Writing or Graded Poem	<input type="checkbox"/> Prewriting or outline <input type="checkbox"/> First Draft with revision notes <input type="checkbox"/> Final Draft
3.	<input type="checkbox"/> Organized (Student's folder is labeled and work is in order of completion.) <input type="checkbox"/> Needs improvement or no organization	<input type="checkbox"/> Complete (Student is keeping an up-to-date "Student Log" of their writings.) <input type="checkbox"/> Incomplete	<input type="checkbox"/> Graded Creative Writing or Graded Poem	<input type="checkbox"/> Prewriting or outline <input type="checkbox"/> First Draft with revision notes <input type="checkbox"/> Final Draft
Additional Comments:				

Audit Completed By: (signature) _____ Date: _____