



NISD Capstone Framework

This framework represents the foundation for student ePortfolios regardless of their chosen endorsement. It is recommended that students use this framework to generate ideas for the design of their educational ePortfolio and visit the pages specific to their endorsement for additional ideas and direction.

Required Part of Portfolio	Task/Item	Freshman Year	Sophomore Year	Junior Year	Senior Year
General					
capskone	Profile of Graduate Rubric	-Upload NISD Profile of a Graduate	Review NISD Profile of a Graduate & Discuss	-Peer & Self review using NISD Profile of a Graduate with Rubric	-Peer & Self review using NISD Profile of a Graduate with Rubric
capskone	Goals/Quote	-Write 3 goals for your future	-Update your goals	-Update your goals -Pick a quote that represents you	-Update your quote & goals -Upload your senior picture
	Self-Assessment	Review the NISD profile of a graduate and identify areas of strength and target areas for improvement.	Review the NISD profile of a graduate and identify areas of strength and target areas for improvement.	Review the NISD profile of a graduate and identify areas of strength and target areas for improvement.	Review the NISD profile of a graduate and identify areas of strength and target areas for improvement.
Ready for College					
	CollegeBoard Account (free with PSAT score code)	-Create CollegeBoard Account -Access personalized SAT study plan -Explore the information located on website	-Log into CollegeBoard -Access personalized SAT study plan -Take the "Know Yourself" quiz -College Major exploration?	-Log into CollegeBoard -Access personalized SAT study plan -Applying? What college? Why? -How to pay for college....?	-Log into CollegeBoard
capskone	Test Scores	-Include PSAT Scores -Review PSAT results and set learning goals for improvement -Include Algebra I STAAR/EOC, Biology STAAR/EOC, English I STAAR/EOC	-Include PSAT Scores -Compare Grade 9 PSAT scores to Grade 10 PSAT scores. Set study/learning goals -Compare SAT/ACT and review entrance scores for colleges.	-Sign-up for SAT/ACT (note: All Juniors will take the ACT during school in the spring of their Junior year.) -Include PSAT results. -Include ACT results -Include SAT results (if	-Evaluation of test scores - Identify scores to share with colleges and universities -Sign-up for SAT/ACT -Include SAT/ACT Scores

		-Include AP Scores	-Include AP Scores	applicable) -Include AP Scores -Begin to identify scores to share with colleges.	-Include AP Scores (or tests taken)
	College Research – excel spreadsheet comparison?	-Complete the Freshman Year portion of the College Research Comparison Spreadsheet.	-Complete the Sophomore Year portion of the College Research Comparison Spreadsheet.	-Complete the Junior Year portion of the College Research Comparison Spreadsheet.	-Complete the Senior Year portion of the College Research Comparison Spreadsheet.
	Military Research	-If you are interested in joining the military after graduation. Begin investigating the various branches of the military so you can make an informed choice.	-Sign up for and take the ASVAB. -Determine if there are any unique specialties or foci that you will want to develop in order to advance your military career. -Investigate military job opportunities.	-Sign up for and take the ASVAB. -Talk to a military recruiter from the branch(es) that interests you. -Investigate military jobs and determine what interests you.	Sign up for and take the ASVAB. -Talk to a military recruiter from the branch(es) that interests you. -Investigate military jobs and determine what interests you.
	College Essays	Brainstorm some ideas from your freshman year that might make a good topic for an essay about you.		-Upload one college essay or SAT practice essay written for your English class.	-Upload one or more college essays and/or SAT practice essays written for your English class.
	College Selection & Application	-Pick three Texas colleges or universities to include on your College Research comparison spreadsheet.	-Pick three out of state college or universities to include in your College Research Comparison spreadsheet -Schedule college visits during the summer following your sophomore year.	-If possible, narrow your six previous college/university selections down to two. Add additional schools to your list. -Schedule college visits during the fall, spring of your junior year. Schedule college visits during the summer following your junior year.	-Submit your college applications during the early fall of your Senior year. Be careful to pay attention to the specific application deadlines for your selected college(s). -If completing the Texas general application please talk to your counselor about what schools will not accept the general application.
capsOne	High School Transcripts				-Scan & upload -Request official copies from Registrar
capsOne	Personal Reflection: completed at the end of each year	-Write a short reflection on the knowledge & skills you gained in your courses this year	-Write a short reflection on the knowledge & skills you gained in your courses this year.	-Write a short reflection on the knowledge & skills you gained in your courses this year	-Write a short reflection on the knowledge & skills you gained in your courses this year.

	(4 total)				
capsone	Letters of Recommendation	<ul style="list-style-type: none"> -Discuss concept & purpose -Discuss how to ask for a letter -View samples -Identify teachers, employers, and other contacts that would be able to write you a good letter of recommendation. -Complete Freshman Year portion of the "Recommendation Spreadsheet" 	<ul style="list-style-type: none"> -Discuss concept & purpose -View samples -Identify teachers, employers, and other contacts that would be able to write you a good letter of recommendation. -Complete Sophomore Year portion of the "Recommendation Spreadsheet" 	<ul style="list-style-type: none"> -Fill out request form -Discuss how to ask for a letter -Identify teachers, employers, and other contacts that would be able to write you a good letter of recommendation. -Complete Junior Year of the "Recommendation Spreadsheet" -Request and upload letter at least 1 letter of recommendation. 	<ul style="list-style-type: none"> -Discuss how to ask for a letter -Identify teachers, employers, and other contacts that would be able to write you a good letter of recommendation. -Complete Senior Year of the "Recommendation Spreadsheet" -Request additional letters -Upload letter from: <ol style="list-style-type: none"> 1. Community Member or Employer 2. Teacher in your endorsement area or college degree program. 3. One additional teacher, counselor, or school administrator.

Ready for the Global Workforce

capsone	Resume	<ul style="list-style-type: none"> 1st draft -Focus on skills, service -Upload as .pdf file 	<ul style="list-style-type: none"> 2nd draft -Update -Upload as .pdf file 	<ul style="list-style-type: none"> 3rd draft -Update -Upload as .pdf file 	<ul style="list-style-type: none"> Final Draft -Update & Print a copy -Upload as .pdf file
	Career Research	<ul style="list-style-type: none"> What jobs are you interested in? Based on your interest inventory completed in Naviance what careers are a good fit for you? 			
capsone	Skills & Programs Proficient or Mastered	<ul style="list-style-type: none"> -Create a list of skills & programs that you are either proficient in or have mastered -Include evidence/sample 	<ul style="list-style-type: none"> -Update your list -Include evidence/sample 	<ul style="list-style-type: none"> -Update your list -Include evidence/sample 	<ul style="list-style-type: none"> -Update your list -Include evidence/sample -Try to include programs that are most important to your career choice
capsone	Projects &	<ul style="list-style-type: none"> -Upload at least 3 projects that you 	<ul style="list-style-type: none"> -Upload at least 3 projects that you 	<ul style="list-style-type: none"> -Upload at least 4 projects that you 	<ul style="list-style-type: none"> -Upload at least 4 projects that you

	Assignments <i>Include:</i> <ul style="list-style-type: none"> • final project • rubric • pictures/video • newsletter link • awards 	completed this year that relate to your endorsement area.	completed this year that relate to your endorsement area.	completed this year that relate to your endorsement area.	completed this year that relate to your endorsement area.
	Response to Project	The <i>Response to Project</i> is a narrative that describes the project, why you selected the project, and what you learned/gained from the project. <i>*This is a required element of each uploaded project.</i>			

Ready for Personal Success

	Professional Demeanor	-Eye Contact/Handshaking -Appropriate dress for specific occasions -Grooming -Professional communication/speaking (in person/email correspondence/ thank you notes) -Presentation guidelines/standards			
	Service Hours (from July-June)	-10 hours w/ Service Record	-10 hours w/ Service Record	-10 hours w/ Service Record	-10 hours w/ Service Record
	Awards/ Certifications	Scan & upload any awards or certifications that you earn during high school.			
	Extra-Curricular / Activities	What activities do you participate in? List and describe your involvement in sports, clubs, and other groups/teams you join.			
	Presentations	Upload any presentations that you make or participate beyond "traditional" peer-to-peer presentations. These could include presentations of artwork, video of dance and/or acting, audio/video of musical performances, etc.			
	Techno Expo	If you present at techno expo upload any electronic resources to support your Expo presentation.			
	Presentation Documentation	List presentations you gave during your freshman year.	List presentations you gave during your sophomore year.	List presentations you gave during your junior year.	List presentations you gave during your senior year.

Presentation

All students are eligible to graduate with an endorsement upon successful completion of the required endorsement courses. Students who wish to graduate with an endorsement AND be eligible to purchase an honor cord to represent their endorsement must complete the following additional step.

	Endorsement Presentation	-Pick two pieces of work within your endorsement area from your 9 th grade year to highlight for the endorsement committee. -Share any public presentations that you gave.	Pick two pieces of work within your endorsement area from your 10 th grade year to highlight for the endorsement committee. -Share any public presentations that you gave.	Pick two pieces of work within your endorsement area from your 11 th grade year to highlight for the endorsement committee. -Share any public presentations that you gave.	- Select at least four pieces of work from your 9 th – 12 th grade years that represent your progression of learning from grade 9-12. -Schedule an Endorsement presentation online. -Present your portfolio
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					<p>to the endorsement judge. Your presentation should include:</p> <ul style="list-style-type: none"> a. Progression of work (learning). b. Verification of presentation(s). c. Your goals after college.
	<p>Endorsement Honor Cord</p>	<p>Complete the above endorsement presentation before a judge or panel of judges to earn your honor cord. Honor cord will be a solid color to represent the endorsement and will have 0-3 colors interwoven to represent the number of years beyond the required one that you gave a public presentation. The Endorsement Presentation can be used to represent the one required to earn an honor cord with no interwoven color or for the senior year presentation for the addition of an interwoven color. All other interwoven colors are earned on a year-by-year basis NOT per presentation.</p>			