

Writing Folio Organisation

Your Writer's Folio should be organised in the following way:

The first five pockets will be used as double sided and these pockets will contain items 1 – 10.

1. Front cover (provided but feel free to make one of your own design!)
2. 'How to organise your Writer's Folio' handout (this handout!)
3. Writing Folio Timeline
4. Contents page (this is provided to you so that you can fill it in!)
5. 'Introduction to Writer's Folio' handout
6. 'Writing Folio Rubric' handout
7. Six Traits of Writing Scoring Guides
8. Introduction to Conferencing handout
9. Pre-Conference Sheet/s (Blanks)
10. Conferencing Record Sheet/s

The remaining pockets will be single sided and contain your written pieces

1. Polished Pieces (one per pocket) that includes;
 - Completed Pre-Conference Sheet
 - Polished piece
 - All drafts in the lead up to the piece being polished
 - Each polished piece must be:
 - Titled
 - Numbered
 - Listed on your Contents Page.
 - State the audience and purpose of your piece
2. Unpolished Pieces (one per pocket)
 - The drafts that you decided to leave unpolished will be placed in their own plastic pockets.