

BUSINESS LEADERSHIP

FINAL SUMMATIVE ASSIGNMENT

For this project you will work independently to create a personal leadership portfolio. Your portfolio must include examples of how you have developed leadership skills and experiences throughout your life – past, present, and future (this involves future plans and goals to develop/enhance your skills and experiences).

The portfolio can be constructed using Google Docs, Google Slides, any slideshow platform you prefer, infographics - or a combination of all. Part of the process is providing a rationale for the theme and formats you choose to use. The format you choose to use, must be approved by Ms. D'Alonzo before you begin to ensure it can be organized. Your portfolio must include all of the following:

- ★ A clearly developed **theme** that is linked to leadership development and is clearly demonstrated throughout your portfolio (**E.g., growth, learning, triumph, perseverance, endurance, etc.**).
- ★ A creative cover page with your personal information that captures both your theme and who you are as a leader (photo of you, name of the course, thematic information, etc.).
- ★ A statement (one clear statement) and explanation (two paragraphs) of your personal leadership philosophy. Make reference to at least **ONE** course teaching or idea taught this semester that aligns with your leadership philosophy.
- ★ A **statement of your favorite leadership quotation** (with full reference to the source), **an explanation of the quotation** (how you think it connects to leadership development) and **a rationale for why you chose that particular quotation**. You may use a quote from your Leaders Inspire or select a new quote for this section.
- ★ A one-page reflection exploring your leadership journey through this course. It might include your personal leadership style, your leadership characteristics, and why leadership is important to you, aha moments, how you have changed and what you might do differently if you had to do it again. **Do not just address these points directly – reflect on them and on your journey throughout this course!!**
- ★ Examples of your personal leadership development from the past, present, and future – **you must have SIX distinct entries**. Each entry should include at least TWO paragraphs : a description of the event, a description of your role, and a description of what you learned. **Connecting these experiences to course teachings is strongly recommended.**
- ★ A small written explanation (one paragraph) and rationale for the theme **and** the design/format of your portfolio

★ A mix of textual and visual information (audio? video?)

This project represents 15% of your mark – give it the respect it deserves and you will be able to use it as a resource for the rest of your life!

Notes:

- For each paragraph, write between 10-15 sentences.
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- Think of your theme as a way to organize your portfolio into sections
 - Remember you are documenting your past, present and future
- Your cover page does not need to include a photo of yourself, only if you are comfortable.
- Think of the statement as your personal philosophy for your life/your future
- HINT: Think of your SMART Goals and Unit 2: Leading, when you are putting together your portfolio
- Your one-page reflection is based off of your leadership during the course.
 - Have you developed better leadership?
 - Have you stayed the same?
 - Have you learned anything new about yourself?
 - Have you learned anything new about being a leader?
 - Think of your personal leadership style
 - Any AHA moments you have had
 - Did your leadership in action promote leadership in you?
- For your SIX distinct entries of your past, present, and future
 - Think of providing at least TWO examples of your leadership in the past
 - Your current leadership now
 - And how your leadership will continue/change/or improve in the future
- Explain to me why you chose your specific portfolio theme
 - Did you decide to do it all on Docs?
 - Did you decide to mix the written on Docs, some on Slides, some on infographic?
 - Did you include a table of contents to keep your portfolio organized?
 - Did you decide to present your portfolio to the class or to me?

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Name: _____

Criteria	Evaluation/Marking Scheme	Feedback
Overall theme, presentation, creativity, consistency, spelling and grammar.	/20	
Cover page with your personal identification information. Pics, theme, you as a leader...	/5	
Personal leadership philosophy - philosophy statement, explanation and relating to at least ONE course teaching.	/10	
Leadership quotation with full reference and explanation of its relevance to the course.	/10	
One-page reflection of what you have learned and taken away from the Business Leadership course.	/10	
Examples of your personal leadership development from the past, present and future. Minimum of at least 6 entries with reference to event description, role, what was learned and connection to class teaching	/60	
Rationale for the theme, design and format of your presentation	/5	

A mix of textual and visual formats within the portfolio	/10	
TOTAL SUMMATIVE PORTFOLIO MARK:		/130

ADDITIONAL COMMENTS/FEEDBACK: