

**ASSIGN 4 | PORTFOLIO**

**PORTFOLIO COMPLETE**

yes  
 no

- 1 *Poster and Mailer*
- 2 *Magazine Page Layout*
- 3 *Folded Brochure*

\_\_\_\_\_ of 50

missing

**PRESENTATION**

DIGITAL FILES

\_\_\_\_\_ of 50

Portfolio folder name

*GRA205Portfolio-last name*

Portfolio folder location

*Graphics Server—Klema Portfolios — Type & Design 2 Portfolios*

Packaged final project folders and files with correct names

**ASN1-LAST NAME**

**ASN1-INITIALS** - InDesign

**ASN1-INITIALS** - PDF

**IMAGES-INITIALS** - Images

**ASN2-LAST NAME**

**ASN2-INITIALS** - InDesign

**ASN2-INITIALS** - PDF

**IMAGES-INITIALS** - Images

**ASN3-LAST NAME**

**ASN3-INITIALS** - InDesign

**ASN3-INITIALS** - PDF

**IMAGES-INITIALS** - Images

**-10 DEADLINE**

on time  
 LATE

**PORTFOLIO GRADE**

**EFFECT ON FINAL GRADE**

80+ = neutral -2pts below 80, and -2pts for each additional 10pts below 80

**PROJECT REVISION**

*R required at beginning of file name + 1 to + 3 pts added to final grade*