

Inquiry Portfolio Template

1. Reflection: What is my understanding of inquiry?
2. Reflection: What did I choose to study? Why?
 - a. What do I already know?
 - b. What am I interested in learning?
3. Goals for the project
4. Reflection on background knowledge:
 - a. What have I learned?
 - b. How is my new knowledge informing my project decisions?
5. Continue building Annotated Bibliography (submit separately)
6. My research question:
 - a. Is my question relevant?
 - b. Will I be able to find information related to this topic?
 - c. Where did I go to look for resources on this topic?
 - d. What other places might provide better resources on this topic?
 - e. What search phrases did I use to find resources on this topic?
 - f. Did these search phrases provide good results?
 - g. How can I modify my search phrases to provide better results?
 - h. Is there an expert in the area that I can contact to assist me with my research?
7. Research Notes (submit separately)

- a. Have I recorded all of the information for each source I have consulted in my research?
 - b. Have I taken notes in an ethical manner?
 - c. Have I checked the copyright status of any images, video or sound clips that I may use in my final project?
 - d. Have I remembered to include parenthetical references for anything that might cause my teacher to ask, "How do you know that?"
8. Project Outline (submit separately)
9. Reflection: Am I ready to proceed?
- a. What did I do today?
 - b. What did I learn today?
 - c. What new questions do I have?
 - d. What did I do well today?
 - e. What could I have done better?
 - f. What do I need to work on next?
 - g. Do I need to adjust my inquiry question based on new information or a lack of available information on my topic?
10. Wow factor: What new meaning and insight have I created? What new questions do I have?
11. Project Draft & Annotated Bibliography (submit separately)
12. Project (submit separately)
- a. Has my inquiry resulted in a deeper understanding of my topic?
 - b. Is the form of expression chosen reflective of and relevant to the topic I chose?
13. Preparations for presentation

- a. Who is my intended audience?
- b. What is the best form for sharing for my inquiry project?
- c. How do I feel about the way my project was received by my audience?
- d. What could I have done differently to make my sharing session better?

14. Reflection:

- a. Was I engaged in the process?
- b. Did I use my time efficiently and effectively?
- c. What challenges did I face during the inquiry process?
- d. How did I respond to these challenges?
- e. What would I do differently next time?
- f. Am I satisfied with the outcome of my inquiry?
- g. Is the outcome of the inquiry what I envisioned when I started?
- h. Did this inquiry raise other curiosities or questions?