WISCONSIN PORTFOLIO COMPLETION STANDARDS: RECOMMENDED DEFAULT SETTINGS – DPI APPROVED

Completion Standards allow you to set the criteria that students are required to meet in order for their ACPs to be considered complete. Different completion standards can be set for each grade level, allowing the use of this feature for a single course, for graduation requirements, or to implement a progressive system where students complete more sections of their ACPs as they advance from one grade level to the next. Completion Standards support student engagement, rigor, and accountability of your implementation.

The following list of Completion Standards represents the Default Setting. These settings can be changed and adjusted for your local school district:

Criteria	Grade Level						
Career and Education Exploration	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Career Matchmaker	X	X	X	X	X	X	X
My Skills			X		X		
Ability Profiler*							
Learning Styles Inventory	X		X		X		
My Saved Careers	X	X	X	X	X	X	X
Minimum number of careers	1	2	3	4	4	4	4
Career Selector			X		X		
My Saved Schools			X			X	X
Minimum number of schools			1			2	3
School Selector						X	
Financial Aid Selector							X
Four Year Education Plan	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Education Plan: Grade 9							
Minimum number of credits _____							
Education Plan: Grade 10							
Minimum number of credits _____							
Education Plan: Grade 11							
Minimum number of credits _____							
Education Plan: Grade 12							
Minimum number of credits _____							
Career Planning	**6**	**7**	**8**	**9**	**10**	**11**	**12**
My Saved Clusters		X	X	X	X		
Career Planning Activities**			X		X	X	
Minimum number of activities			1		2	3	
Post-Secondary Plan							X
Career and Life Goals			X	X	X	X	X

Criteria	Grade Level						
Activities and Abilities	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Hobbies & Interests	X	X	X	X	X	X	X
Minimum number of activities	1	1	2	2	3	3	3
Extracurricular Activities	X	X	X	X	X	X	X
Minimum number of activities	1	1	2	2	3	3	3
Skills and Abilities			X	X	X	X	X
Minimum number of skills/abilities			1	1	2	2	3
Awards and Certificates							
Work Experience							
Volunteer Experience							
Minimum number of hours							
Annual Portfolio Development Activities	**6**	**7**	**8**	**9**	**10**	**11**	**12**
Annual Portfolio Review***							
Review & Revise****	Yes_____			**No X**			
My Journal	**6**	**7**	**8**	**9**	**10**	**11**	**12**
My Journal	X	X	X	X	X		
Minimum number of entries	1	1	1	1	2		

Grade-By-Grade Activity Guide to Support Above Recommended Portfolio Completion Standards

GRADE	CAREER CRUISING ACTIVITIES	SUGGESTED RESOURCES
6	√ Complete the first 39 questions of Career Matchmaker and save results	**My Plan Activity #2** - Saving Your Career Matchmaker Results
	√ Save at least **one** career of interest and review the **At-A-Glance** page and other areas of the career profile to get a better understanding of job requirements	**Classroom Activity #3** - Using Career Matchmaker
	√ Complete the **Learning Styles Inventory** and save results	**Classroom Activity #14** - Learning Styles
	√ Create a **My Journal** entry reflecting on learning style assessment	
	√ Add at least **one** hobby/interest and **one** extracurricular activity to **My Plan**	**My Plan Activity #8** - Activities & Experiences