PORTFOLIO SCREENING

The Portfolio

This portfolio is a chance to provide evidence that students can succeed in the IND major, and subsequently in the profession. The emphasis is on potential - indicated by quality work submitted to address the key skills and competencies required in the program and profession. The best approach is to present your work in a straightforward manner, organized according to the Portfolio Screening Evaluation Sheet. Each category should be clearly addressed with quality work that shows ability and potential for growth in that particular area.

The Process

Upon completion of IND 2450 (Beginning Industrial Design) and all prerequisite courses, students are eligible to submit a portfolio of their work in order to continue in subsequent advanced studio courses. In accordance with NASAD requirements, and in order to maintain high quality standards, students with sub-standard portfolios will not be allowed to continue study in the ID major.

- Portfolios submitted after the deadline will not be accepted after Friday of finals week, by 4:00 pm.
- Portfolios that do not score a composite average of at least 80 will be considered sub-standard.
- Faculty decisions on portfolio quality are not subject to appeal.

A minimum 3.0 current GPA for all courses taken in the ID core (as evidenced on official CAPP/Degree Progress Report) is required in order to submit a portfolio for review. This GPA must be maintained thru the semester of review. Because of this, the students WILL NOT BE NOTIFIED about the review results until AFTER SEMESTER GRADES HAVE BEEN POSTED.

The student will leave their printed and pdf format portfolio to be reviewed by the Industrial Design faculty, but they will not be present during the review. Students will be notified about the results via campus email.

If the portfolio is not accepted, but shows potential, students may be allowed to attempt another review the following semester or subsequent semesters at the discretion of the IND faculty. Students must consult with the faculty to re-enroll in selected major courses, rework their portfolio, or otherwise cooperate with the recommendations.

Completed portfolio evaluation forms will not be available for students to view directly, but the overall results may be shared with students during personal sessions with their departmental advisors.

The Format

The printed and bound portfolio MUST be in an 8.5”x 11 “ format in either a landscape or portrait orientation. Odd sized portfolios and materials will not be accepted. Pages must be organized in such a way that the faculty may easily view and access the work. Portfolios are limited to 40 pages of content, excluding title pages etc. In addition to the printed portfolio students must submit a PDF formatted portfolio properly packaged into a single file with your last name and the semester of submission in the file name!

Please consult your faculty advisor with any questions.

All contents of the portfolio, including graphics and layout, must be completed by the student who is submitting it.

Additional Requirements

1. Contacts and information
   - Full name
   - Portrait photo
   - Current address
   - Campus email
   - Semester/Year submitting

2. One page design statement
   - Why did you choose IND?
   - What is your design philosophy?
   - What are your future plans?

3. Print and Submit official MSU Denver CAPP/Degree Progress report
   - Current cumulative GPA
   - Adjustments current
   - Highlight required courses

Updated October 17, 2016
Criteria

In addition to the requirements on the preceding page, student portfolios will be evaluated by the criteria delineated in the attached evaluation rubric. Work samples should be selected to address all the evaluation categories in the rubric. You are making a case for your potential to succeed in the ID profession!

Course Requirements (The following list requirements apply to students on the 2012-2013 or later catalog. Prior year catalog students should consult advising matrix for their catalog year and discuss with their advisor).

Work samples in the portfolio must be clearly labeled to indicate the class/source for the work shown. These courses must be completed prior to the portfolio review:

- ART 1101-3 Studio Foundations: 2D
- ART 1141-3 Drawing I: Black and White
- ART 1501-3 Studio Foundations: 3D
- IND 1000-1 Introduction to Industrial Design
- IND 1010-3 Woods: Materials & Fabrication
- IND 1130-3 Plastics: Materials & Fabrication
- IND 1250-3 Metals: Materials & Fabrication
- IND 1450-3 Technical Drawing and CAD
- IND 1470-3 Design Drawing Techniques
- IND 2100-3 Digital Composition
- IND 2450-4 Beginning Industrial Design Studio
- IND 2830-3 Manufacturing Materials & Processes
- IND 3480-3 Industrial Design Model Making

Additionally, students must complete the following specific courses, regardless of any transfer of general studies credits. NO SUBSTITUTIONS ARE ALLOWED FOR THESE COURSES. If missing TWO during the semester of review, students will be allowed to participate in the portfolio review if they enroll in those classes for the following semester.

- ENG 1010-3 Composing Arguments
- ENG 1020-3 Freshman Comp. Research
- MTH 1210-4 Intro to Statistics
- CAS 1010-3 Public Speaking
- PHY 1000-4 Introduction to Physics
- ARTH 1500-3 Art and Visual Literacy
- ARTH 1700-3 World Art History II

Notes:
Students that receive blanket transfer credit from a previous degree need to meet with the department chair to analyze their transcripts. Transfer credits must be tied to the specific general studies classes required for the major and portfolio review. This must be accomplished in time to be reflected in the Official CAPP/Degree Progress report included with the portfolio submission.

Deadline

Portfolios must be submitted no later than the Friday at 4:00pm of finals week. Submit the hard copy at the front desk in Boulder Creek 124, each semester, excluding summer and winterim. Portfolios will NOT be accepted after the Friday, 4:00pm deadline. Be sure to submit your PDF electronic version to the department Chair via USB or email.

Required Signature

Portfolios will not be accepted without this signature form.

Date: _____/_____/_____

I _______________________________ (Printed name) _______________________________ (Signature) hereby acknowledge that I understand all pages of the above document fully and without reservation. I understand that if I do not comply with the guidelines in this document, I may not pass, or be allowed to participate in the portfolio screening process. Any questions I may have had about this document have already been answered by ID faculty or staff. By signing above, I agree to the terms of these guidelines in full.

I _______________________________ (Signature) also give my permission for the Department of Industrial Design at the Metropolitan State University of Denver to use images or my entire portfolio in any presentations or publications for the University, including, but not limited to, the University website and educational and promotional publications. I voluntarily waive the right to inspect or approve such images. I understand that this release constitutes a waiver of my privacy rights under The Federal Educational Rights and Privacy Act. This release is effective on the date written below and will remain in effect indefinitely unless a written cancellation of this authorization form is submitted.

Please direct questions to your faculty advisor or the department chair at 303-556-2994.
ID PORTFOLIO SCREENING

Student Checklist

Initial Checklist

☐ Print official MSU Denver CAPP/Degree Progress report with adjustments complete and required courses highlighted, minimum 3.0 current comprehensive GPA in major? Maintained through the semester of review?

☐ Size of portfolio is 8.5”x 11”

☐ Cover page:
  - Full Name
  - Submission Semester and Year (ex: Fall 2016)

☐ Contacts and Information:
  - Full Name
  - Current Address
  - Campus Email

☐ Signature Form

☐ One Page Design Statement:
  - Why ID?
  - Design Philosophy
  - Future Plans

Major course requirements: Students need to include representative samples that address the portfolio evaluation criteria on the Portfolio Screening Evaluation Sheet. Work samples can be submitted from any IND course.

Completed

☐ ART 1101-3 Studio Foundations: 2D
☐ ART 1141-3 Drawing I: Black and White
☐ ART 1501-3 Studio Foundations: 3D
☐ IND 1000-1 Introduction to Industrial Design
☐ IND 1010-3 Woods: Materials & Fabrication
☐ IND 1130-3 Plastics: Materials & Fabrication
☐ IND 1250-3 Metals: Materials & Fabrication
☐ IND 1450-3 Technical Drawing and CAD
☐ IND 1470-3 Design Drawing Techniques
☐ IND 2100-3 Digital Composition
☐ IND 2450-4 Beginning Industrial Design Studio
☐ IND 2830-3 Manufacturing Materials and Processes
☐ IND 3480-3 Industrial Design Model Making

Additionally, students must have completed at least five (5) of the following courses:

☐ ARTH 1500-3 Art and Visual Literacy
☐ ARTH 1700-3 World Art History II
☐ ENG 1010-3 Composing Arguments
☐ ENG 1020-3 Freshman Composition: Research, Analysis & Documentation
☐ MTH 1210-4 Intro to Statistics
☐ CAS 1010-3 Public Speaking
☐ PHY 1000-4 Introduction to Physics
MSU DENVER INDUSTRIAL DESIGN PORTFOLIO SCREENING EVALUATION SHEET

Scores are assigned where: 4, 8 or 12 = proficient  
2, 5 or 8 = inadequate  
3, 7 or 11 = developing  
1, 2 or 4 = unacceptable

**Preliminary Sketches** (learning objective 3)
1. Quantity is sufficient to make a judgment  4 – sufficient  1 – insufficient
2. Demonstrate diverse solution concepts  4  3  2  1
3. Demonstrate concept refinement  4  3  2  1
4. Overall quality of sketches  4  3  2  1

**Presentation Drawings** (learning objective 3)
5. Quantity is sufficient to make a judgment  4 – sufficient  1 – insufficient
6. Demonstrate perspective drawing ability  4  3  2  1
7. Demonstrate technical drawing ability  4  3  2  1
8. Demonstrate rendering/illustrative ability  4  3  2  1

**Form development** (learning objective 2)
9. Functional refinement as exhibited by soft mockups, final models, and completed projects  4  3  2  1
10. Aesthetic refinement as exhibited by soft mockups, final models, and completed projects reflect  4  3  2  1

**Creative potential** (learning objectives 2, 3, and 4)
11. Demonstrates creative problem solving  12  11  8  4
12. Demonstrates innovative/aesthetic form development  12  11  8  4

**Technical skills** (learning objectives 3 and 4)
13. Demonstrates technical execution in models and prototypes  8  7  5  2
14. Demonstrates ability to work with diverse materials and processes  4  3  2  1

**Portfolio Quality** (learning objectives 1 and 7)
15. Demonstrates writing abilities  4  3  2  1
16. Visual presentation skills and portfolio quality  8  7  5  2

**Overall** (learning objectives 1, 2, 3, 4, and 7)
17. Communicate Design process and develops quality solutions  12  11  8  4

Total score ________/100

Comments: