

# SOPHOMORE PORTFOLIO REVIEW GUIDELINES



Scan for digital view

**INDUSTRIAL DESIGN**  
METROPOLITAN STATE UNIVERSITY OF DENVER

# TABLE OF CONTENTS

(updated Spring 2023)

<b>WHAT, WHEN AND WHY</b>	
portfolio review defined	..... 2
<b>FIRST THINGS FIRST</b>	
course requirements	..... 4
<b>THE PROCESS</b>	
time line	..... 6
<b>EVALUATION</b>	
what makes a great portfolio	..... 8
<b>PREPARATION</b>	
start your portfolio NOW	..... 10
<b>REQUIREMENTS</b>	
must haves	..... 12
<b>SUGGESTIONS</b>	
should haves	..... 14
<b>CONSIDERATIONS</b>	
other important info	..... 16
<b>PORTFOLIO EVALUATION RUBRIC</b>	
how you're graded	..... 18
<b>IND ADVISING MATRIX</b>	
course guide	..... 20

**WHAT, WHEN & WHY**

## WHAT IS A PORTFOLIO?

A portfolio is the collection of a designer's best work. A designer's portfolio is the primary media for securing a job, attracting clients and marketing themselves. You will always be updating and improving your portfolio for the duration of your designing career. After your sophomore-level coursework is complete, you will need to submit a "sophomore portfolio" so faculty can evaluate your preparation for upper-division coursework. Upon graduation you will leave with a portfolio to help you with your job search and the quality of that portfolio will dictate the quality of job you get. This is why the faculty places such a great deal of importance on the portfolio development of students.

## WHY IS A PORTFOLIO REQUIRED MID-PROGRAM?

The sophomore portfolio is a chance to provide evidence that students can succeed in the IND major, and subsequently in the profession. The emphasis for this is on potential as indicated by quality work submitted to address the key skills and competencies required in the program and profession. Students must pass the review in order to continue in subsequent advanced studio courses.

## WHAT IS THE PURPOSE OF THIS PORTFOLIO REVIEW?

There are several purposes for the sophomore portfolio review. The main purpose is to review the work of the student to see if they have a basic grasp of design concepts. Without these basic concepts, students find it difficult to handle the rigors of the program and the professional field later on. The second purpose is to meet the assessment standards set by the university. Assessment measures the growth of each student in the Industrial Design program. Assessment is important when renewing accreditation by the National Association of School of Art and Design (NASAD).

## WHEN IS THE SOPHOMORE PORTFOLIO REVIEW?

Sophomore portfolios can be submitted upon completion of all required sophomore-level course work, and at the end of Fall or Spring semesters. Reviews typically occur the week after finals week. **Please refer to the department website, and department email communications, for specific semester deadlines.** Portfolios submitted after the posted deadline will not be accepted.

**FIRST THINGS FIRST**

## PREREQUISITE COURSES

Completion of the following courses is required before portfolios can be submitted. A minimum 3.0 current GPA (IND core only), as evidenced on the official Degree Progress Report, is required in order to submit a portfolio for review. This GPA must be maintained through the semester of review.

IND 1000-1	Introduction to Industrial Design
IND 1100-3	Materials I: Materials & Fabrication
IND 1300-3	Materials II: 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 3050-3	Advanced Sketching
IND 3480-3	Industrial Design Model Making
IND 3660-3	Computer Aided Modeling
ART 1101-3	Studio Foundations: 2D
ART 1141-3	Drawing I: Black and White
ART 1501-3	Studio Foundations: 3D

† For catalogs 2020 and earlier, please see your advisor for prerequisite requirements.

Additionally, students must complete the following courses, or have completed equivalent transfer 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.

General Studies - Written Communication-6	
General Studies - Oral Communication-3	( <i>COMM 1010 recommended</i> )
General Studies - Quantitative Literacy-3	
General Studies - Social and Behavioral Science II-4	( <i>PHY 1000 recommended</i> )
ARTH 1500-3	Art and Visual Literacy
ARTH 1700-3	World Art History II ( <i>fulfills Global designation requirement</i> )

Students who receive blanket transfer credit from a previous degree should 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 Degree Progress report included with the portfolio submission.

# THE PROCESS



## WHEN CAN I SUBMIT MY SOPHOMORE PORTFOLIO?

Upon completion of IND 2450: Beginning Industrial Design Studio, and all prerequisite courses, students are eligible to submit the sophomore portfolio of their work. In accordance with NASAD requirements, and in order to maintain high quality standards, students with sub-standard sophomore portfolios will not be allowed to continue study in the ID major. Sophomore portfolios that do not score a composite average of at least 80 out of 100 points will be considered sub-standard. ***Faculty decisions on the sophomore portfolio's quality are not subject to appeal.***

The student must submit their digital, PDF formatted, sophomore 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 soon after the sophomore portfolios have been reviewed by the faculty.

Completed sophomore 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.

A minimum 3.0 current GPA is required for all courses taken in the IND core and must be maintained through the semester of review. Because of this, the students will not be notified about the review results until after semester grades have been posted.

## WHAT IF I DON'T PASS?

Sophomore portfolios that do not demonstrate the critical skills and proficiencies necessary to perform successfully in upper-division courses will not pass the review. Students who do not pass are not abandoned by the industrial design program, however they will be ineligible for upper level studio courses until they have passed the sophomore portfolio review.

If the sophomore portfolio is not accepted, but shows potential, students may be allowed to attempt another review the following semester or subsequent semesters after the sophomore portfolio has been updated to better meet the required evaluation criteria. Acceptance of the sophomore portfolio is at the sole discretion of the ID program faculty. Students must consult with the faculty to retake selected major courses, rework their sophomore portfolio, or otherwise cooperate with the faculty recommendations.

# EVALUATION

## WHAT IS BEING EVALUATED IN THE REVIEW?

Each student's sophomore portfolio will be evaluated by the criteria delineated in the evaluation rubric included with these guidelines. Students should select work samples to address all the evaluation categories in the rubric. Remember, you are making a case for your potential to succeed in the ID profession!

Submit work that demonstrates your design and innovation abilities. Include examples of projects that show your process and how you develop your ideas into the project results. Of primary importance are exploratory sketches that show a variety of solutions and ideas for each product presented.

The faculty look for each student's abilities to:

- Think and operate within the scope of the projects.
- Take a systems approach to design solutions.
- Write and communicate effectively.
- Envision and produce broadly desirable 3D objects and projects.
- Produce a reasonable level of aesthetic sensibility in production; e.g., style, proportion, shape, material, color, etc.
- Draw and/or otherwise visualize new ideas.
- Identify important opportunities and needs.
- Research, investigate and analyze design topics.
- Experiment, think laterally and engage in creative idea generation activities.
- Develop desirable solutions for real needs and problems that create value for the human condition.
- Exploit and employ appropriate technologies.

**PLEASE NOTE:** a 3.0 GPA (IND core only) is a minimum requirement but it does not guarantee you will pass the review.

# PREPARATION