



## **Student Checklist for Conference**

\_ Introduce your parents or guardians to your advisor.

\_\_\_\_\_ Show your portfolio to your family and briefly explain the Table of Contents to give an overview of what is in your portfolio.

\_\_\_\_\_ Read or summarize your "Dear Family" Letter.

Present your work. Choose 2-4 sections to focus on and for each section share:

- What the assignment was
- What knowledge or skills you learned by doing the assignment
- What process you went through to complete the piece
- Key parts of your reflection by reading them aloud to your family

\_\_\_\_\_ Share your reflection and first goal, then write another goal with your parents/guardians.

\_\_\_\_\_ Give your parent/guardian their Family Homework Letter. The homework can be kept at

home or returned to school to put in your portfolio – this is your choice.

\_ Thank everyone for coming to your conference and hand your binder to your advisor.

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