# Guidelines for Portfolio

Students in the Foundation Programme (FPLNS) are continuously assessed through their participation in daily activities aligned with specific competencies. To support effective monitoring and moderation, all student work must be compiled and maintained in portfolios.

A separate portfolio is to be created for each subject area. It is the responsibility of the subject area educator to keep and update these portfolios. Each portfolio should present a collection of student work that reflects learning progress and achievements.

The portfolio includes various forms of evidence (annotated with dates), such as:

- Completed worksheets
- Text or images of project work, practical work, or artefacts
- Evidence of other relevant activities to show students' accomplishment

These documents will serve as records of student development and accomplishments. The Foundation Programme School Monitoring Committee will monitor the development of these portfolios. The Mauritius Examinations Syndicate may use these portfolios for certification purposes.

Components of the portfolio
Part A: Student's worksheet, students' write-up or production
Part B: End-of-Term Competency-Based Assessment
Part C (if any): Evidence of tasks completed (artefacts, posters, project work or other forms of accomplishment)

The cover of the portfolio should include the name of the school and student, grade level, subject and Educator's name.