The final Case Study Portfolio is due in class on Wednesday May 1, 2013. You should provide the professor with a physical copy and an electronic copy (in pdf format).

The Case Study Portfolio should include three of the five cases studied this semester and should represent your best work. Please use the Case Study Report Rubric for guidance! The three case studies chosen by you for inclusion should be revised versions of the case studies handed in with your group earlier in the semester and should reflect your efforts to synthesize the feedback given to you by the professor. The Case Study Portfolio must contain the following:

1. A cover letter outlining and reflecting on the contents of the portfolio.
2. Three revised Case Studies in final submission form.
3. Three original Case Studies. (Please include the pdf with my written suggestions for revision)
4. Three cover letters (one for each revised Case Study) outlining and reflecting on the revisions you made to the original.
Template of Primary Cover Letter for Case Study Portfolio

Dear Professor Sackett,

In this Case Study Portfolio you will find the following three case studies:

1. Case Study # and Title
2. Case Study # and Title
3. Case Study # and Title

I chose to include the first case study in this portfolio because ..... I think the strongest part of this case report is ..... Overall, given the purpose of the assignment and the criteria you listed in your grading rubric, I think that the first case essay [excels/does OK/falls short/ etc...]

I chose to include the second case study in this portfolio because ..... I think the strongest part of this case report is ..... Overall, given the purpose of the assignment and the criteria you listed in your grading rubric, I think that the first case essay [excels/does OK/falls short/ etc...]

I chose to include the third case study in this portfolio because ..... I think the strongest part of this case report is ..... Overall, given the purpose of the assignment and the criteria you listed in your grading rubric, I think that the first case essay [excels/does OK/falls short/ etc...]

Sincerely,
Dear Professor Sackett,

In this case study I am trying to...

As for my own writing process, I arrived at my core ideas in this paper by.... and developed them by.....

In my group’s first draft, I.... Given the feedback I received on that draft, I decided to.... because.... [I took X advice from this person and rejected Y advice because...]

As I look over my earlier draft and your comments on it, I would characterize my overall revision process as....for example, [name specific choices made during the revision and reasons behind them]

What I struggled with most was.....If given more time, I would work on....

From this case study, I learned.....I’m proud of.....

Other things you may want to keep in mind as you read this report are....

Sincerely,