

THE CREATIVE WRITING EMPHASIS
FORMAT FOR PORTFOLIO REQUIRED FOR COMPLETION

1. Assemble work produced in fiction and poetry classes taken during your tenure at UCI (poetry, fiction, *essays in E28D/E and Wr101*). Also include poems and stories written outside of class during this period, but not as graded work from another institution.
2. To chronicle your progress as a writer, include an introduction in which you note the classes and/or instructors and their connections to the pieces included. Were you encouraged to try something new or different? How did that work? Note the pieces individually, then their places within the greater context. Does the collection hold together? Does it stick to certain themes? Were there marked changes in your process or subject matter, and if so, to what do you ascribe that change? Was there a gradual improvement of your writing overall, or did it grow by fits and starts? Or do you see no change at all? Note difficulties and/or discouragement, if appropriate. Challenges. What do you think of that now? Did you have a goal for your work from the start? Did you change that goal? Why and what was the change? Did you change it more than once? How did your writing fit into your education at and experience of UCI? How do you see it fitting into your life after you graduate?

These questions are meant to give you an idea of what this introduction will sound like. Ignore what does not apply and add features more specific to your work and experience.

3. Label sections by quarter/year and class/instructor in which the piece was created with a page, then make those sections your table of contents (page numbers optional—see attached sample #1)
4. Give the manuscript a title of your choosing.
5. Create an inside title page with required language. (see attached sample #2)
6. Create an outside title page. (see attached sample #3)
7. Provide a cover sheet with name, *permanent address, permanent email address, and permanent telephone number*. Your completion letter will be sent to this address. If you have provided no permanent address, you will receive no letter.
8. Use the following format:
 - a. Times New Roman font, 12 pt.
 - b. 1.5 inch right and left margins, left side justified for prose
 - c. Poetry margins adjustable to needs of individual poem
 - d. Clean, unmarked copies of work, edited for grammar, spelling, etc.
 - e. See attached sample pages for title pages and table of contents
9. Do not punch holes in the manuscript. It will be bound and kept in the Emphasis office as a record of your completion.

10. Submit in a large manila envelope, at the completion of the capstone class—Wr101. Write your name on the front.

If you will take additional classes for completion AFTER completing Wr101, you will still submit an incomplete portfolio with a note regarding classes yet-to-be-taken. When you are finished with those classes, mail or present that additional work with a revised Table of Contents sheet to Susan Davis at University of California, Irvine; Department of English; 435 HIB; Irvine, CA 92697-2650. She will add these to complete your portfolio.

10. *The reading period for portfolios is the fall quarter of the year you submitted it. Letters will be sent out at the end of that quarter. (So, if you submitted a portfolio in Winter or Spring of 2012, you will receive your letter in December of 2012.) Any portfolios or supplements submitted later than the last day of the Tenth Week of Fall Quarter will not be read until Fall of the following year.*

(Sample Page #1)

Table of Contents

Beginning Poetry/Fall 2006 – Instructor Dicey Bunker

“To Autumn”

“He Walks Off Chin Down”

“Paying the Penalty”

“She Went Too Far”

“Parts of Speech Creating Tone”

Craft of Poetry /Fall 2007 – Instructor Chip Low

“The Power to Reach the Green”

“Dogleg to the Right”

“Thirteen Under”

“The First-Person Speaker”

“Hyperbolic Strokes of Luck”

Intermediate Poetry/Winter 2008 – Instructor Grady Putt

“Sixteen Over”

“Springtime in New York”

“The Waning of the Moon”

“A Yard Further”

“Hoping for Less Wind”

Writing Form and Theory (Wr101)/Winter 2009 – Instructor Otto Doit

“Tee to Green”

“The Unfindable”

“Tiger, Tiger Fading Out”

“Parts of Speech Making Parts of Greatness”

Advanced Workshop in Fiction/Spring 2009 – Instructor Hover Ridge (optional course)

“Just Nicely Done”

“Five Feet or So”

“Not a Single Bogey”

(Sample Page #2)

Solid Shot Towards Heaven

Huckett Right

A Collection of Poems and Essays
for the
Creative Writing Emphasis in Fiction (or Poetry)
Department of English
University of California, Irvine

June 15, 2009

(Sample Page #3)

Solid Shot Towards Heaven

Huckett Right