**IST 782 Applied Data Science Portfolio Milestone**

**B.1 Introduction to Portfolio**

Welcome. I'd like to talk about the portfolio that's required for the applied data science program. In short, the goal of the portfolio is to allow you to reflect on what is data science, but more importantly, the knowledge you've gained as you're going through the program, and knowledge you gained as you exit the program.

So, I'll talk very briefly about what it is that you'll be required to do and a little bit in context as you're doing it. So, you might look at this and think about what you're doing as you go through courses. And at the end, you'll maybe go back and review this to understand, as you actually start to create your portfolio, what's expected of that.

In terms of what's actually required, there are really a couple different components that are part of the portfolio.

* So, one is a written report.
* One is a presentation. And then presentation is actually two parts.
  + It's you'll record a presentation, and
  + you'll actually have a deck that talks through that presentation.

In terms of the timeline for creating the portfolio, throughout the entire program, you should be thinking about it at a high level. And as you complete different projects, you can be storing them within the online environment.

And this way, you have access to think about what the projects were in terms of the actual source code, in terms of the learning outcomes that you did, in terms of the skills that you have-- so to be able to save all that and go back to that over time. And so basically, for the first part of the program, your main goal is just, as you're doing a project, think about it as maybe I want to store this one. Because this is an interesting project. I've learned some interesting skills. And as I want to reflect on my program here, this is one of the projects I want try to include.

You can include a lot of programs kind of storing it. And then you can select which of the projects you include in your portfolio. You don't have to include all your projects. So, in some sense, it's probably better to store more of them. And then you can select as you get closer to starting to write it up.

In terms of when you actually start to write it up, I would say somewhere between four and six months before you're ready to graduate, so kind of look at your timeline. You should start thinking about your portfolio, start writing it up, start selecting the projects that are the most interesting to you and most demonstrating your learning objectives that you gained.

Then the goal is, roughly 60 days before your last day of class, you should submit a draft document, which is the draft portfolio. This allows time for feedback on it. It helps you get a view of if you're kind of including the key points. And it doesn't put all the pressure on the very last second get it submitted.

Then, roughly 30 days before your the day of the last class, that's when the actual portfolio is due. And again, that portfolio includes both a document explaining-- and I'll talk a little bit more about what is in the document-- but explaining what your portfolio, what you've achieved as well as the presentation that I've mentioned before.

In terms of what to include in the report, I'll give you a couple hints. And it's really up to you about what's in it. But you want to think about as a couple key dimensions. So first, you want to think about the learning outcomes and the learning objectives of the program. So, we document that in a lot of different places. You can look online.

There are a lot of places to look at it. But you think about all the different learning objectives of our program, and think about which projects have helped you achieve those learning objectives, and which ones have demonstrated that you actually understand the goals of the program.

And as you're thinking through these, we don't expect everybody to be expert in all the different learning objectives. So, you can think about which ones maybe a little bit stronger on, which ones maybe you're a little bit weaker, and kind of where your level of knowledge is. And as I mentioned before, which projects would help you improve your knowledge in these different areas and demonstrate your knowledge in these areas. And so, as you're thinking through the learning objectives, you can think through then the different projects.

And as you're thinking through the projects, you want to describe at least three or four the projects. You want to talk about what problem you're trying to solve, maybe yourself or as part of a team. Either way is fine. You want to discuss the tools and techniques you used to work on that and, obviously, insight gained. So you're really combining two different descriptions. One is the descriptions of the different projects. And the other is a description of your knowledge of learning outcomes. And the goal the portfolio is to really integrate those together.