



The Hashemite University
Faculty of Pharmaceutical Sciences

Department of Pharmaceutics and Pharmaceutical

Practical Industrial Pharmacy I

“Practical Industrial Pharmacy I Reports & Logbook Assessment Portfolio”

Section Number:

Group Number:

Portfolio Number:

Student Name	University Number
1.	
2.	
3.	
4.	
5.	
6.	
7.	

Preface

A student portfolio is a compilation of academic work and other forms of educational evidence assembled for the purpose of:

- A. Evaluating coursework quality, learning progress, and academic achievement;***
- B. Determining whether students have met learning standards or other academic requirements for courses, grade-level promotion, and graduation;***
- C. Helping students reflect on their academic goals and progress as learners; and***
- D. Creating a lasting archive of academic work products, accomplishments, and other documentation.***

Student portfolios that allow compiling, reviewing, and evaluating student work over time can provide a richer, deeper, and more accurate picture of what students have learned and are able to do than more traditional measures—such as standardized tests, quizzes, or final exams—that only measure what students know at a specific point in time.

OUR MAIN OBJECTIVE OF INTRODUCING STUDENT PORTFOLIO TO OUR COURSES IS TO PROVIDE A STANDARDIZED EVALUATION TOOL AND ASSURE OBJECTIVE STUDENTS ASSESSMENT WHILE GAINING THE OTHER PURPOSES OF THIS PORTFOLIO.

Mai Jaber, MSc.

***Department of Pharmaceutics and
Pharmaceutical Technology***

Faculty of Pharmaceutical Sciences

The Hashemite University

**How to construct “Practical Industrial Pharmacy I Reports & Logbook
Assessment Portfolio”?**

Instructions:

- Your portfolio should be organized **chronologically**.
- Write using only **dry blue ink** pen.
- **Don't** use white ink (corrector).
- **Don't** use abbreviations (unless stated first).
- **Don't** use codes or symbols.
- **Spelling Mistakes are not allowed.**
- Any type of mistakes should be corrected by/using strikethrough the incorrect text/word/part (a diagonal line to cover the incorrect part) then writing the correct word or sentence or whatever was the mistake followed by the signature and the date.
- Spaces between sections and empty pages are **not allowed**.
- **Portfolio Number** should be a **4-digit number** that starts with the section number (01, 02, 03, ..., 10, ...) and ends with an alphabet (A, B, C, or D) depending on group number, e.g. Group C from section 10 will have portfolio number as **10??C** while group B in section 2 will have **02??B** and so on.
- **Task and Experiment Number:**
Should be built up as Portfolio Number/experiment number. For example report for experiment 2 for group in the previous example should be numbered as **10??C/2**.

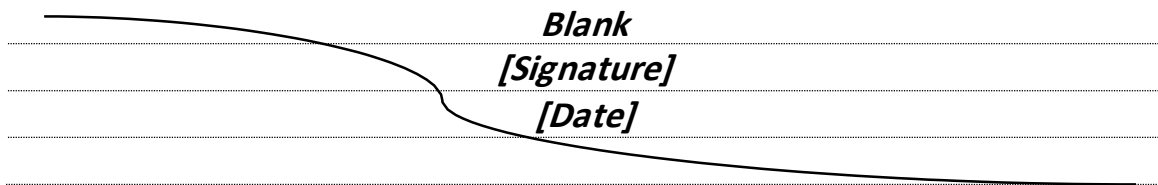
- **Un-clear Handwriting** will cost you marks; you will loss marks for poor handwriting.
- **All experiments and tasks** should be **indexed**.
- **Formulas/Formulations:**

- Are listed in a table as:

Formula Number	Ingredients	Quantities

- Formula Number is the experiment number followed by an alphabet, e.g. in the above example the first formula will be **10??C/2a** and the second one is **10??C/2b** and so on.

- **Any empty rows or parts of the page** should be closed using the following method:



- **All Data analysis and calculations** done using **Microsoft Excel** should be provided also as soft copy arranged chronologically, e.g. the folder containing the experiment that has been done first should be named **Folder 1: "experiment title" or "task title"**.

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Department of Pharmaceutics and Pharmaceutical Technology
Practical Industrial Pharmacy I
“For instructor use”

.....Course Coordinator: **Mai Jaber, MSc.**
.....Course Instructor:.....

Student Name	Task/Report Number	Task/Report Type*	Task/Report Mark	Notes
1. Portfolio Appearance			/5	
2. Covering Page			/2	
3. Index Page			/13	
Total (1,2, & 3)			/20	
Group Report			/	
			/	
			/	
			/	
			/	
			/	
			/	
			/	
Group Report			/	
			/	
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Group Report			/	
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*Task/Report Type: Group Report, Student Report, or Bonus/Extra Task.

<i>Group Report</i>			/	
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*Task/Repot Type: Group Report, Student Report, or Bonus/Extra Task.

