**ENG 2322 Final Portfolio**

Student Name:

Institutional Affiliation:

Instructor:

Course Title:

Date:

**Memorandum**

To: The ENG 2322 Portfolio Assessment Committee

From:

Cc:

Date:

Re: **ENG 2322 Portfolio**

In completing this portfolio, I have decided to include two projects from ENG 2322 class. The two projects are project #1 on discourse community, and project #2 on research writing on charity organizations and social media. I choose to include the two projects in my portfolio due to three key reasons. First, projects #1 and #2 were my favorite projects during the course. Project #1 presented the most learning and memorable experience that I found enthusiastic, and the concepts in project #2 were easier to master. Second, as I complete the portfolio, I would like to show my personal growth as a writer, and the two projects epitomize my improved writing skills. That is, project #1, which was completed at the beginning of the semester, when my writing skills were still not good, before revision, had some errors in the sentence structure, errors in formatting, and a few grammatical errors. However, project #2 completed mid-semester even before revision, had no grammatical errors, errors in the sentence structure or formatting. It depicts how my writing skills developed during the semester to grant me improved writing skills as a writer. Last but not least, I chose to include the two projects, project #1 and project #2 in the portfolio because they best show personal progress towards the eight-course learning outcomes.

For instance, when completing project #1 on discourse community, I used chiasmus, which is a rhetorical technique to change the order of what members in a discourse community do to invoke a sense of powerful emotion on the shared purposes and goals we had as friends that formed a discourse community have. I also used hypophora, another rhetorical strategy to ask questions on discourse community and provide their immediate answers. For instance, what are some of the shared interests we have as friends that form a discourse community? We have shared secrets, a shared sense of adventure and humor, and pure admiration for one another. On the other hand, in project #2, I used anadiplosis another rhetorical technique that uses the same word at the end of a statement and the beginning of the next statement to allow a chain of thoughts to carry through to the next idea, and allow my audience follow along with the points I presented on how various levels of misconduct result in increased attention, and how increased attention result in reduced public confidence in charity organizations. The knowledge acquired from using these rhetorical strategies helped me learn how to determine appropriate rhetorical techniques to apply in response to rhetorical situations (outcome #1).

When completing Project #1 and project #2, I used multiple free write-ups, rough drafts, and peer review feedback to figure out how to structure the projects, and to discover and reassess new ideas to incorporate in the projects. Other than helping me complete the projects before their deadline dates, the undertaking helped me realize that when writing research papers, or projects, I should use the writing process to discover and reassess ideas (outcome #2).

Completing project #1 and project #2 required primary and secondary research. As I complete project #1, I conducted primary research using observation to learn the various shared values and interests of my friends’ discourse community. Once done with the primary research, which formed the only study used in project #1, I composed the valid arguments into an observation log, and observation log report to present ideas learned on discourse community such as how members in the discourse community stay honest with one another no matter the intensity of the situation. The process helped me learn how to compose more valid arguments in multiple modalities (outcome #3).

Conversely, in project #2, I conducted both primary and secondary research to compose valid arguments that present up-to-date, relevant, and specific information on charity organizations and social media, and find additional information explaining how charity organizations operate. From this, I used the research results to compose discussion and present findings that were part of the writing process. The process helped me learn that when completing any assignment, I have to support arguments with appropriate types of evidence to ascertain their validity (outcome #4). However, conducting secondary research was a little bit complicated. There were no scholarly articles on charity organizations and social media. I had to use digital sources such as websites and news reports on charity organizations to complete the project, but before their application, I navigated them to ensure that they were reputable. This helped me learn how to navigate print and digital repositories of information (outcome #6). Moreover, while using the non-scholar articles for project #2 that normally require scholarly articles, before their implementation in the assignment, I did their evaluation to determine their accuracy and authority. I also researched the authors and origins of the sources and ascertained that the sources were valid for the project. The knowledge taught me how to evaluate sources for accuracy and authority (outcome #5). Next, both project #1 and project #2 had to be formatted in APA format for formality, better flow, and to make them much easier for readers to navigate and figure out texts through conversant clues that refer to sources and borrow information. Composing APA papers with proper APA in-text citation helped me learn how to use the rhetorical situation to determine the appropriate citation system (outcome #7).

The whole point of the ENG 2322 class was not only to research topics to get information to use in writing projects but to also describe how inquiry contributes to a life of significance and worth (outcome #8). When writing projects #1 and #2, at some point, reading and evaluating sources to find reputable information for the projects became a complicated task. I had to discuss and reassess ideas with close friends in my class and my professor, to improve my level of thinking, and generate effective ideas for the assignments. The inquiry made, contributed to me, a life of significance and worth. I was able to improve my communication skills while discussing with my classmates and professor, and I was able to develop a love for learning which deepened my understanding of the two projects. Later in the future, when working, I can apply the inquiry learned in the class to enhance my skills and become competent in the job market.

Before writing project #1 and project #2 at the beginning of the semester, I was struggling with conducting research, composing main arguments, building effective sentence structures, and formatting my papers. When I observed my progress from project #1 to project #2, the projects, and the English class, ENG 2322 in general helped me develop a writing process that improved my confidence and contributed to my personal growth as a writer.

**Project #1 Revised**

**Discourse Community**

ENG 2322

February 16, 2021

**Discourse Community**

A discourse community is a set of individuals that share the same set of dissertations, understand rudimentary values and assumptions, and methods of talking about those objectives. The members of the community have purposes or goals, and to achieve these goals; they use communication. I decided to use my friends as a community to start with my research. This community has demonstrated different vital values that help in promoting the way people live and interact on daily basis.

The desire to come together to help one another in many complicated situations is what makes us a community. The shared values and goals we have, motivating one another and helping each other through tough times, holds our community together. The way we understand the problems faced by each one of us just stresses the detail that this is a community.

We share various interests such as our shared secrets, our sense of adventure, and humor, and we also have pure admiration for one another. Even though we may not be on the same career path, we all have a similar admiration for one another's dreams and goals. The values the community shares are trust and honesty among one another. All members of the group are very dependable under various circumstances and express and experience empathy for one another.

Other than the values and the interests this community shares, there are multiple needs that they also share, such as the need to have each other's support and the need to text one another. We also take care of each other when they get ill or in other emergencies. All these shared interests, needs, and values, among many more, have ensured that we understand one another without any questions. Many aspects make this community strong, but the main element is that we all have open communication. The constant communication via texts or phone calls and ideas we share concerning any issue make the participants understand one another more day by day. We always make sure to update one another on the daily activities through texts even if we do not find time to meet.

While we were at the friend's place, each of the friends expressed their concerns differently. One of them showed our sick friend pictures that we took a long time ago to make sure that he is happy. After showing him the photos, the friend also told him stories about what was going on every day to keep him up to date on what was happening so that he did not feel left out.

As he peruses the pictures and listens to the tale stories being narrated, despite not being talkative as usual, our friend’s mood started to lighten up, and for a moment, I forgot he was sick. In my reasoning, it is the stories and the pictures that made him happy and look a little bit better. Additionally, all the games we played, and the time spent with him greatly impacted his general health improvement even though he did not show signs of improvement immediately.

While the two were playing games and telling stories about their daily activities or special events that took place, the other friend was arranging clothes and rearranging things in the room to make it look nice. Bearing in mind that our friend was sick, he did not have the energy to make the room look neat. All these activities and all that time we spent together only made the group stronger. I could tell how our sick friend was happy just by looking at his face. It was clear that he had missed the company since he spent most of the time sleeping due to his condition. In almost all friendships, some situations or differences may lead to conflicts and tension in the community. Even though this community shares many interests and values, everyone has different characters and personalities. The differences in these may result in tension in the community, which may pull people apart. In this community, the leading cause of tension among one another is different hobbies and interests. Since each person in the community has a different career path, sometimes it leads to misunderstandings.

At various points, the community members may think they are incompatible with the group since they are either taking a more challenging or a more straightforward career choice. The members doubt if they are in the right group and sometimes think they should move to a group with people interested in the same career. In this community, we all have different principles and outlooks on life, but we have the same strategies to address any obstacles we face.

Although this community faces several challenges due to the different views on life, we make sure that anyone who doubts their place in the group is reassured of the values they add to the community. I fit in this community since we have similar strategies of addressing problems, and regardless of the differences, we all respect one another's opinions and outlooks. As a member of this community, I can confidently say that the group has impacted all our lives in one way or another.

Whenever I am faced with a challenging situation, either at school or home, I inform the group about the issues. Although they do not always have answers to address the problem, the idea that they are always ready to help makes it easier to overcome the challenges. The design of this community enables its participants in ways more than one. Among many, these are examples of implicit aspects of this community. The first is that we always stay honest with one another no matter the intensity of the situation, and the second is that we always help one another whenever faced with a problem. If members decide to meet for various occasions, a participant is supposed to inform the others early in case they will not be able to attend.

We similarly share many implicit aspects. We all care about the respect and motivation each of us receives. Participants receive the respect they give. The other shared feature is trust. We trust and depend on one another to ensure that the community stays together. If one person betrays the trust of the group, it generally weakens the group. We have a similar comprehension that in life, anything can happen.

This group has a good amount of explicit and implicit aspects which makes it easier to get along with one another. Membership in this community impacts my life since I learn of different ways of addressing any problems I may face in life. I also have better ideas of dealing with other people and avoiding unnecessary conflicts through better communication. Lastly, I am aware of how to be a community member despite the different outlooks on life, opinions, and interests.

Although we are in this team, we can be members of different communities as long as their input in the different groups does not hinder their participation in this community. The other communities they choose to be part of may be based on the pursuit of common goals such as similarity in the career path they have decided to take or opinions about certain topics. This community has been built on the commonality of being able to support each other. We were there for our sick friend and this also helped us to get to care for each other. Members in this group have adapted to the standards of this discourse community. Participation in this team has transformed us in various ways and increased our productivity.

**Project #2 Revised**

**Charity Organizations and Social Media**

Indiana Institute of Technology

ENG 2322: Research Writing

03/21/2021

**Charity Organizations and Social Media**

**Introduction**

The observation log was done to look at how charity organizations operate and whether their operations result in the betterment of different underprivileged groups. Recent times have been characterized by an increasing amount of moral decay in charity organizations (Moore, 2000). Various levels of misconduct have resulted in increased attention since the actions are extreme and the costs are huge. This has resulted in reduced public confidence in the sector. According to a news poll, more than 60% of citizens think that charity organizations serve the purpose they stand for (Dees, 2003). Managers accept that the message displayed to the public on ethics sometimes contrasts with internal realities and statements. They go on to admit that even though the corporations abide by the law, they do not always adhere to ethics.

This literature depends on increasing research on organizational culture, charity entities, and the impact of Facebook. It will begin by assessing the key components that impact judgment in charity organizations. Secondly, it looks at ethical problems that characterize the organizations and how Facebook plays a key role in amplifying the impacts. Lastly, it provides solutions that enable the organizations to mitigate and rectify misbehavior while using Facebook to instill ethical values within the organizational culture. Charity organizations are not immune to social media mishaps. Uploading an ill-judged image, posting a demeaning statement, or a high-profile donor complaint can severely impact the organization's reputation, fundraising initiatives, and interaction with beneficiaries. This is seen in the way Facebook shapes opinions, and it is a fact that this will remain so for a long time (Van Dijck, 2012). Social media can be effective tool charity organizations can use to improve their image and get more funds and it can also be destructive, especially if the organizations fail to serve their purpose.

**Issues Identified and Probable Solutions**

Some of the questions identified include how ethics affects charity organizations and their operations and social media's influence in propelling these effects. This involves looking at ways ethical malpractices appear in the nonprofit sector and how social media can play a part in causing more damages. This literature will also look at how these problems could be solved. There is increased pressure on organizations, charity entities included, to reform practices and their effects on different stakeholders and their environment (Waddock, 2002). An issue like conflicts of interest frequently appears in the nonprofit sector. Cases of those in management using organizations to further their interests are common. An example is when an organization purchases a piece of land only for it to be bought by one of the managers at a reduced price or uses company resources to engage in activities that are irrelevant to the objectives. There are times when conflicts of interest manifest themselves as organizations providing biased treatment to those in leadership or affiliated entities. An issue like awarding a contract to a board member's company, despite there being cheaper options, results in loss of funds that would otherwise be used to do better.

The examples mentioned above raise various ethical issues on the need for charity organizations to allow those in leadership to engage in business with the charity entity. Various surveys show that about 20% of charity organizations conduct business with board members or organizations affiliated (Herman, 2000). For those that don't, it is because they were not required to state their financial interests in companies conducting business with the entity; thus, leaders are not aware of such issues. Even though the ethical issues that arise from the transactions can sometimes blow up on the organization's face, most of them are against such restrictions since they depend on those within to provide goods, donations, and services. They fail to consider that such relationships can negatively impact reputation, especially when it comes to integrity and fairness in its financial operations. Such conflicts that pit organizational values against personal ambitions can be made more evident by social media. Employees can use Facebook to express dissatisfaction with how things are run or make inappropriate statements on such issues on the organization or individual profile. Social media is changing how people communicate, and it is essential charity entities understand that this has resulted in more scrutiny to their operations. Therefore, organizations need to provide feedback and information on their website and social media pages illustrating their operations and the groups they have benefitted from.

Charity organizations require detailed policies that can enable them to mitigate any form of conflict of interest within their members while controlling the amount of information accessible by the public, especially on social media. Having employees, management, and board members disclose their financial interests in organizations that intend to do business with the charity entity could be a first step in minimizing the vice. The policies should emphasize honesty concerning the conflicts and the procedures used in dealing with them. Another way of promoting ethical behavior is through effective resource management. Due to increasing reports on excessive compensations, bloated overhead, and financial mismanagement, charity organizations should concentrate on increasing the amount of money used in program expenses since many spend a higher percentage on administration. This distorts objectives and promotes unethical accounting practices. Organizations need to ensure that the content displayed on their social media platforms reflects the results of their operations. This can be done by combining various techniques like storytelling since they are simple and effective and ensuring content relating to the organization is checked by the management before it is displayed on social media. “Any changes made have to go through a rigorous process that involves both employees and managers.”

Charity organizations need to develop guidelines that promote flexibility and provide a framework for airing content. This makes it easier to deliver consistent messages even during changes in account management. The policy should include security procedures, a specific team that works on the organization's online presence, communication plans during a crisis, and guidance on the content those within the organization should upload, especially those related to the organization. The guidelines should allow the team to have information on how they can succeed and mitigate internal or external issues that may appear on the platforms.

**Conclusion**

The recent increase in the number of charity organizations being reported for misconduct is alarming. The costs are usually significant since they affect the reputation and diminish their ability to get donor funds due to reduced public confidence. The questions identified are how ethics affects charity organizations and their operations and social media's influence in propelling these effects. This involves looking at ways ethical malpractices appear in the nonprofit sector and how social media can play a part in causing more damages. The literature will also look at how these problems could be solved. Charity organizations are facing increased pressure to act responsibly and mitigate the impacts of irresponsible actions on different stakeholders. An issue like conflicts of interest frequently appears in the nonprofit sector. Cases of those in the management using the organizations to further their interests are common. The observations help answer the question by providing ways to sustain public trust and concentrate on the objectives while regulating the amount of information accessible by the public, especially on social media.

**Reference**

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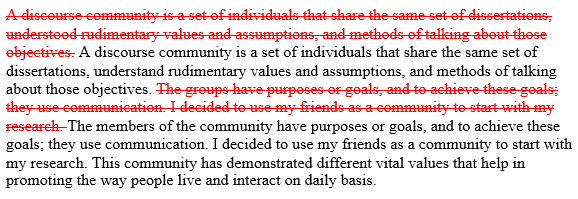
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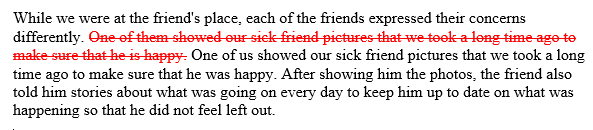
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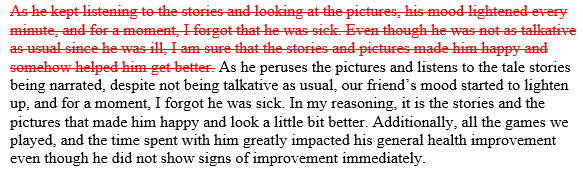
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**Appendix**

**Project #1 Revision Evidence**







**Project #2 Revision Evidence**

