

Professional Teaching Portfolios

Your professional teaching portfolio should reflect your beliefs and showcase your practices, demonstrating an alignment between the two. Due to the individual nature of the portfolio, please do not worry about following a particular format. Remember, however, that visual appeal counts and ready accessibility to products that demonstrate particular qualities, ideas, etc., will increase the usefulness of the portfolio. Plan to use the portfolio as a resource during your job interviews. Consider including the following items:

- A Table of Contents (to help you and others find things—it doesn't need to include page numbers, just the order of categories)
- Labeled “dividers” for sections/categories (to make it easy to find things)
- Statements describing your teaching philosophy and educational beliefs. For example:
 - Instructional theory
 - Learning theory
 - Assessment
 - Classroom management/fostering a productive learning environment
 - Technology
 - Meeting needs of diverse students
 - Nature and importance of your discipline
 - Parental involvement
 - Other: _____
- Updated resume (max 2 pages)
- Evidence of content knowledge (e.g., transcripts, PRAXIS scores, etc.)
- Student teaching evaluations; internship evaluation
- Copies of professional letters of recommendation
- Lesson plans that show your ideas in action (with reflection, if possible)
- Projects, assignments, etc. that show your ideas in action
- Student work (perhaps with your evaluative comments, perhaps linked to lessons)
- Photos of students at work (recalling that you need to be careful about confidentiality), projects, bulletin boards, etc.
- Materials presented at conferences (list of conferences attended can go on your resume)
- Notes /evaluations/ letters of recommendation from students
- Master's year internship and inquiry project (summary/overview)

Master's Portfolios for Graduation

Peer review session, Friday January 27, 2017

Final submission no later than Friday, Feb 17, 2016

You will schedule a meeting with me on or before the due date. Please send growth statements in advance for me to review.

Your master's portfolio is required to fulfill the "non-master's thesis" component of your master's degree. Its purpose is to demonstrate some of your learning during your time in the School of Education, culminating with your master's year. As a matter of practicality, we try to have overlap between the master's portfolio and your professional portfolio.

What must be included:

- An updated philosophy of education statement.
- Statements describing your growth with respect to the following aspects of teaching. Your reflections ideally are accompanied by artifact(s) that show some of what you describe. Please write statements on three areas. You may do more if you like. Each statement should be 2.5 – 4 pages, double-spaced, well written.
 - Learning theory - how students learn, and how to organize effective instruction
 - Assessment – (e.g., what is effective assessment, the role it plays in your teaching)
 - Classroom management/fostering a productive learning environment
 - Technology
 - Meeting needs of diverse students
 - Nature and importance of mathematics
 - Parental involvement
 - Teaching practice –(e.g., how you approach developing conceptual understanding, addressing student misconceptions, questioning, organizing groupwork...)

What may be included:

- Some substantive subset (or complete set) of materials listed on page 1, many of which you will use for your professional teaching portfolio. Make sure this is well organized. Use dividers, table of contents, etc., as necessary.

Q: Can the Master's Portfolio be my Professional Teaching Portfolio that I use for the job search?

A: Yes. The only additional *requirement* for the Master's Portfolio is the inclusion of the three statements regarding *growth* in three different areas, which you likely would not include in your professional portfolio.

Q: We know we'll have to revise if we don't hit the mark. What's the #1 reason people have to rewrite their growth statements?

A: People forget the word **GROWTH**. Very frequently, students treat each growth paper as a where-I-am-now paper. Make sure you focus on change over time. Of course you'll need to talk about where you are now, but you must also talk about how you got there. Identify some of the ideas you have now that you didn't at the beginning of the program, or perhaps how you're more deeply committed to those ideas and how they are now shaped a little differently. In addition to describing the growth, explain some of the experiences that perhaps helped shape the growth.