

Appendix H

THE PROFESSIONAL PORTFOLIO

The professional portfolio started during Cycles I and II includes samples of the student teacher's best work and/or significant learning events. Selected documents are included to focus on demonstrations of professional growth and excellence. Some of the documents the student teacher might gather during their student teaching experience for addition to their portfolio might include:

- Observation notes
- Copies of student teaching final evaluations
- Samples of student work
- Samples of instructional materials you developed during student teaching
- Samples of lesson plans and assessment processes
- Notes from parents and students
- Photographs of activities with students
- Photographs of bulletin boards
- Video tapes of lessons
- Reflective descriptions of what these artifacts represent
- Goals and plans for future development

In a job search, the following components are also recommended:

- Resume prepared using professional standards
- A brief statement of educational philosophy
- A brief, biographical sketch
- Evidence of academic ability
- Letters of recommendation
- Records of observations from a variety of field experiences throughout the student's teacher education program

The TEPD Program Portfolio

To demonstrate overall accomplishments and performance in the student teaching experience, students will organize and explain the artifacts/evidence according to the following areas:

Introduction

1. An understanding and appreciation of the liberal arts (the humanities, the social sciences, the mathematical and natural sciences, and the arts);
2. A commitment to student learning and achievement;
3. Knowledge of subject matter and pedagogy;
4. The ability to manage and monitor student learning;
5. The ability to systematically organize teaching practices and learn from experiences;
6. Commitment and willingness to participate in learning;
7. An ability to use information technology to enhance learning as well as enhance personal and professional productivity;
8. Resume.

An electronic portfolio is now required of all education students prior to completion of their program.

Information will be provided during your seminar course. For examples of the electronic portfolio, please go to this website: <http://www.ehhs.cmich.edu/~rfranci/~rfranci/>