

# Getting Started with Your Professional Portfolio

Edu 360  
Spring 2005

## What is a Portfolio?

- Barrett: A purposeful collection of your work
  - Structured
  - Domain-based, with supporting evidence
    - Evidence = artifacts + reflections

Diez:



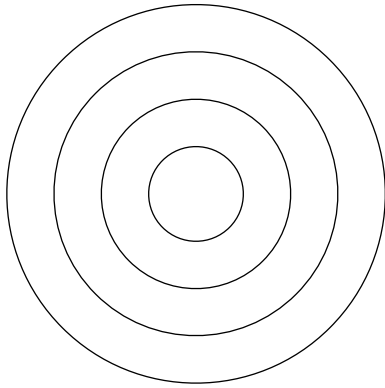
## Why Use a Portfolio?

- Barrett: Provides a richer picture of student performance than can be gained from more traditional, objective forms of assessment
- Why Go Digital?
  - Puts your work into one type of media; easy to replay, carry, copy
  - Use hypertext to make clear connections
  - Allow audience to view in their own way

## Stages of Portfolio Development

1. Think about what you've done
2. Define a purpose
3. Create a working portfolio
4. Make connections
5. Refine (add, subtract) as needed
6. Present

## Using Your Portfolio



Application  
Interview  
Portfolio

Final Portfolio  
Portfolio File

## Sections of the Portfolio

- Based on the SAU Portfolio Manual
  - Cover Page, Table of Contents
  - “Personal Data”
  - SOE Effective Teaching
    - Evidence for each domain



## Elaborating Standards

- Consider supporting evidence that a particular activity, task, etc. shows your proficiency in a domain
  - Artifact - An authentic, concrete representation of your or your students' understanding of a technique, concept, or relationship
  - Reflection - a concise narrative that describes why you feel this artifact shows your proficiency in this domain

## Elaborating (cont'd)

- Artifacts can be:
  - Original handwork
  - Copies or scans of original work
  - Still Pictures (of something that is too big or immobile to include)
  - Audio, video
  - Printouts of files, letters

# Getting Started

- Everything in One Folder!
- File Naming - stick with lower case and underscore, no funny characters
- Use the Standards Matrix as a tool

## To obtain electronic files ...

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<http://campus.arbor.edu/education/faq/portfolio/>

or

Blackboard site for this class