

Documenting: Developing a Teaching Portfolio Teaching Practicum

I. The Teaching Portfolio

- A. Why develop a Teaching Portfolio
 - 1. Documentation – description of activities
 - 2. Development – stimulate improvement and change
 - 3. Enrichment – more full picture of teaching for evaluation
 - 4. Innovation – encourage sharing of information
 - 5. Assessment – annual review or hiring
- B. Types of Teaching Portfolios – tailor for your audience

II. Building the Portfolio

- A. Personal Statement of Teaching
 - 1. Paradigmatic Assumptions and Outlook – your approach to your field
 - 2. Principles – your objectives
 - 3. Techniques and Strategies – how you accomplish your objectives
 - 4. Unique Strengths and Concerns – feature something unique
 - 5. Pitfalls of the Personal Narrative – see p. 298 for good list of questions
- B. Teaching Materials – make sure they fit your principles
 - 1. Syllabi
 - 2. Handouts, Assignments, Activities
 - 3. Notes and Planning Materials
 - 4. Tests, Quizzes, and Examinations
- C. Evaluations of Teaching Effectiveness
 - 1. Student-based Evaluations
 - 2. Peer-based Evaluations
 - 3. Outcome-based Evaluations
 - 4. Additional Indicators – success placing students, student testimonials, etc.
- D. Supplemental Materials – see list on p. 303