

TLC Portfolio

by Lee Davidson

Introduction

Introduction

This is the opening page of your portfolio. Use it to make the professional first impression that you desire.

Include name, certification area and time frame of program or degree completion, contact information, and pertinent autobiographical notes. A photo of the candidate should be included while the candidate is in the program but may be removed prior to using this portfolio for interviewing purposes.

Provide a statement to orient and guide the reader's experience.

Read the directions throughout the portfolio adding your information as determined and then delete the directions when you have completed a section.

Tip: Enhance the visual impact of your portfolio. Carefully choose font faces, sizes, and colors and selectively use gifs and jpeg images (customized easily at free clip art sites). You can intersperse animated gifs and weblinks, sound or video to bring life to your portfolio.

About Me

Biography

Include life events that have had an impact on your teaching. (Make sure to include more recent situations.)

Personal Mission Statement

State your personal mission in life (if determined) or particular fundamental beliefs that affect and guide your role in education. Reflect this throughout portfolio

Educational Philosophy

Get attention. Get your message across about your educational philosophies. State how you feel about specific educational topics. Reflect stated philosophy and beliefs throughout portfolio. Although this may seem like an easy task, developing your educational philosophy is difficult. You may start or end with an appropriate quote. You may also include concrete examples of your beliefs about teaching and learning or describe your approaches to teaching.

Resume

Read the directions below, adding your information as determined and then delete the directions when you have completed this section.

Construct or attach your resume here. (It is always a good idea to have someone else read over a document before submitting it. You may want to have a friend read it for you or even have your advisor or other teacher take a look at it before submitting it). If

it has been previously created elsewhere, you can usually copy and paste it here with minor changes to layout. A word of caution: Other word processors often embed hidden HTML code when you copy which will not display correctly on the web so you may want to take an interim step. If you copy and paste from using the "Paste as Plain Text" function (the clipboard marked by the T), you can just touch-up the content in a matter of a few minutes (e.g., bolding certain headers, changing font size/color) using the LiveText editor.

Worldview

Artifact 1 - Personal philosophy of education

It is important that you have a personal philosophy of education that you can articulate. Attach it below in Word or PDF format. Feel free to attach a picture that illustrates your philosophy in action. In this are give a brief overview of your philosophy and its importance in guiding your life.

Artifact 2 - Application of your philosophy

This section should document a project that shows how you have applied your philosophy of education. A statement of why this project is important should be included here and the documentation attached below. More than one document may be attached if needed. A picture may be inserted to make this introduction more attractive.

Additional Artifacts

Artifacts should be added as necessary to demonstrate mastery of Element I:

Element I addresses appreciation of the perspectives of others and development of a personal philosophy from which action and service arise. Graduates will be able to:

- A. Understand basic philosophical perspectives
- B. Critique philosophical approaches to education.
- C. Be able to articulate a personal and professional philosophy and construct support for it based on literature.

Human Growth and Change

Artifact - Planning for special needs - required for final portfolio

This project documents your ability to create yearly, unit or lessonplans for students with special needs and apply current theories of learning. You need to include rationale for including this and every artifact in portfolio.

Additional Artifacts

Artifacts should be added as needed to show mastery of Element II.

Element II addresses principles of growth behavior and the use of these principles to effect positive change for individuals and organizations. Graduates will be able to:

- A. Describe developmentally appropriate educational practices.
- B. Implement developmentally appropriate educational practices.

Groups, Leadership and Change

Philosophy of Classroom Management

A project which articulates our philosophy of classroom management.

Multi-cultural and Special Interest Groups

A project that demonstrates how you relate effectively with multi-cultural and special interest groups is required in the final portfolio.

Additional Artifacts

You will need to add sections as necessary to document your mastery of this Element:

Element III addresses principles of group behavior and the use of these principles to effect positive change for individuals and organizations. Graduates will be able to:

- A. Implement effective planning to promote learning in the classroom.
- B. Work effectively with ALL students, parents, teachers, administrators and community members.
- C. Evaluate and articulate opinions of current political and legal issues that affect classroom practice.
- D. Create effective learning environments which efficiently manage students, classroom assistants, and classroom resources.
- E. Consistently use positional power and personal influence to optimize student learning.

Communication and Technology

Effective Communicator

A project which demonstrates your competence as an effective communicator is required in the final portfolio.

Integration of Technology

One project demonstrating your ability to incorporate technology into your teaching is required for the final portfolio.

Additional Artifacts

You will need to add sections as necessary to document your mastery of this element:

Element IV addresses oral, written, intrapersonal, and interpersonal communication as the essence of human behavior and technology as it enables, supports, and enhances human interaction and learning. Graduates will be able to:

- A. Communicate effectively in written, verbal, and non-verbal forms
- B. Use electronic tools effectively for professional communication, teaching, research, and evaluation of student progress.

Research and Evaluation

Assessment of Student Work

One project which demonstrates your ability to fairly assess student work is required for the final portfolio.

Additional Artifacts

You will need to add artifacts as necessary to document your mastery of this element:.

- A. Read, evaluate, interpret and use appropriate literature.**
- B. Read, evaluate and interpret standardized and non-standardized assessments.**
- C. Demonstrate and document ability to affect student learning.**

Element V addresses valuing and conducting disciplined inquiry for decision-making. Graduates will be able to:

Personal and Professional Growth

Personal Development

Add artifacts as needed to support your commitment for continual personal and professional growth as described by this element:

- A. Demonstrate continuing professional development**
- B. Demonstrate ethical behavior in all professional activities**
- C. Document personal application in maintaining physical, mental, spiritual, and social balance.**
- D. Reflects on practice and implements plans for growth and change.**

Element VI addresses commitment to holistic personal and professional growth. Graduates will be able to:

Content Area Knowledge

General Education Knowledge

Artifact(s) for a project demonstrating your understanding and appreciation for an area of general education.

Content Specific Knowledge

Artifact(s) for a project demonstrating your understanding and appreciation of your content area of specialization.

Additional Artifacts

Add artifacts as necessary to demonstrate mastery of Element VII (Some programs may require specific information here):

- A. Demonstrate continued growth in an understanding and appreciation of general and liberal arts.
- B. Demonstrate continued growth in knowledge of subject matter and pedagogy.



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