CREATING A TEACHING PORTFOLIO

How to get started

- Mark a drawer or file folder and start to collect the follow-up teaching materials.

- An option to organize this is Google Sites: syllabi, class handouts, lab manuals, articles on teaching that relate to your philosophy on pedagogy, copies of student work (be sure to get permission from students), student evaluations, peer reviews of your teaching, your own reflections on teaching, and so on.

PURPOSE AND CONSIDERATION

- Plan and choose materials for a specific purpose. Depending on your purpose, you may create more than one version of a portfolio.

- A specific purpose and audience will help you determine what materials to choose and how to write your analytical and reflective pieces.

- The portfolio should be readable in an hour or less, and it should read as one continuous document with chapters or parts, not as a collection of disparate materials.
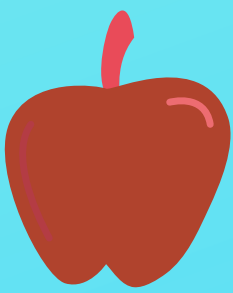
TIPS

- Write an analytical or reflective piece to accompany each part of the portfolio.

- For example, if you include a set of student evaluations, write an introduction in which you explain the class, identify patterns in the evaluations, and reflect on the nature of the student comments.

What else

- Some parts of your portfolio should demonstrate how your teaching has evolved.

- For example, you could show how you changed an assignment in response to the work that students submitted the first time you used the assignment. Or you could show how you have changed a syllabus to incorporate advice from an expert.

Finishing up

- Create a table of contents and write an introduction to the portfolio.

- For ease of access and reproduction, consider creating a website to feature your professional portfolio.

- A portfolio demonstrates mastery of your craft. It is a great way to showcase yourself to professors, future employers, institutions, etc.

Platform suggestions:

Google Sites

Weebley
Wix
Adobe Spark