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Creating a Teaching Portfolio

What is a Teaching Portfolio?

A Teaching Portfolio is a collection of works that illustrate a teacher's strengths and achievements.

What Should I Include in My Teaching Portfolio?

1. Table of Contents
2. Resume
3. Letters of Recommendation
 - a. From Principal while doing your internship
 - b. From your Supervising Teacher at the school in which you are interning
 - c. From your Supervisor at ASU
4. Copy of your final Evaluation as an intern
5. Praxis Scores (until you receive your certifications)
6. Teaching Certificates
7. A good sample Lesson Plan
8. Pictures of you and your students participating in activities during internship
9. Your Philosophy of Education statement
10. Unofficial Transcript

Other items that you may wish to include in your portfolio: awards and special recognition, observation records, goals, classroom management theory, sample worksheets and tests, etc.

Tips for Preparing a Portfolio

- Be Selective – A portfolio is not a scrapbook! Carefully choose the items that best reflect your expertise and achievements.
- Use a Three-Ring Binder with a place to insert a cover page.
- Use originals when possible - Any copies produced should be “first generation” copies.
- Create an attractive cover page.
- Use sheet protectors inside to keep pages clean and neat.
- Tabbed dividers are a great way to organize the contents of your portfolio.