

**DEPARTMENT OF TEACHER EDUCATION**  
**ELECTRONIC PORTFOLIO CHECKLIST FOR INITIAL CERTIFICATION PROGRAMS**

Student: \_\_\_\_\_ Student Number: 927 \_\_\_\_\_

Program: \_\_\_\_\_

Each student's electronic portfolio must contain the following items. Each item will be evaluated based on completeness and quality.

Rating Scale: 4 = Exemplary Level  
3 = Proficient Level  
2 = In Progress Level  
1 = Unsatisfactory Level

**Portfolios must be submitted to advisor no later than the end of the thirteenth week of the semester.**

<u>Score</u>	<u>Item</u>
_____	Home Page
_____	Teaching Philosophy
_____	PowerPoint Project/Presentation
_____	Evidence of Educational Technology (WebQuest, Podcast, Wiki, Blog, Vlog, RSS, etc.)
_____	External Links to Other Sites
_____	Impacting Student Learning (ISL) Report
_____	Impacting Student Learning (ISL) Report
_____	Apprenticeship/Practicum ISL Report

Conceptual framework pages – Evidence demonstrating the student's ability to meet each conceptual framework principle and the rationale for each (minimum of three artifacts per principle)

_____	Principle 1
_____	Principle 2
_____	Principle 3
_____	Principle 4
_____	Principle 5
_____	Principle 6
_____	Principle 7
_____	Principle 8
_____	Principle 9
_____	Principle 10

Overall Electronic Portfolio Score \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Rubric for Portfolio Evaluation Initial Certification Programs**

### **4 = Exemplary Level**

- The portfolio contains more than the required number of artifacts (30).
- Many Conceptual Framework Principles connect to more than three artifacts.
- Clear, concise summaries/abstracts describe each artifact.
- Rationales convincingly and clearly explain how each artifact connects to the chosen Principle.
- The portfolio reflects artifacts from all areas/disciplines/grade levels for which the student will be certified.
- The portfolio makes a visual impact with items such as photos, graphics, illustrations, and artwork (no photos needing subject permissions and no family photos).
- There are no distracting mechanical or visual errors (spelling, grammar, colors, font size, broken links, and so on).
- The portfolio presentation reflects professionalism, depth of thought, and logical organization.

### **3 = Proficient Level**

- The portfolio contains the required number of artifacts (30).
- Each Conceptual Framework Principle connects to three artifacts.
- Clear, concise summaries/abstracts describe most artifacts.
- Rationales convincingly and clearly explain how most artifacts connect to the chosen Principle.
- The portfolio reflects artifacts from most areas/disciplines/grade levels for which the student will be certified.
- The portfolio makes a visual impact with limited support (no photos needing subject permissions and no family photos).
- There are few distracting mechanical or visual errors (spelling, grammar, colors, font size, broken links, and so on).
- For the most part, the portfolio presentation reflects professionalism, depth of thought, and logical organization.

### **2 = In Progress Level**

- The portfolio contains at least 22 of the 30 required artifacts.
- Some Conceptual Framework Principles connect to more than two artifacts.
- Clear summaries/abstracts describe some artifacts.
- Rationales convincingly and clearly explain how some artifacts connect to the chosen Principle.
- The portfolio reflects artifacts from some areas/disciplines/grade levels for which the student will be certified.
- The portfolio makes minimal visual impact (no photos needing subject permissions and no family photos).
- There are some distracting mechanical or visual errors (spelling, grammar, colors, font size, broken links, and so on).
- The portfolio presentation reflects minimal professionalism, depth of thought, and logical organization.

### **1 = Unsatisfactory Level**

- The portfolio contains less than 22 of the 30 required artifacts.
- Most Conceptual Framework Principles connect to less than two artifacts.
- Unclear or missing summaries/abstracts describe the artifacts.
- Few rationales convincingly and clearly explain how each artifact connects to the chosen Principle.
- The portfolio reflects artifacts from few areas/disciplines/grade levels for which the student will be certified.
- The portfolio makes a poor visual impact.
- Documents are replete with distracting mechanical or visual errors (spelling, grammar, colors, font size, broken links, and so on).
- The portfolio presentation does not reflect professionalism and lacks depth of thought and logical organization.