

## INSTRUCTIONS TO PORTFOLIO

**SUMMATIVE ASSESSMENT – DUE DATE: 19 OCTOBER 2018**

**Dear students**

This is your final assessment for this module. Make sure your portfolio is well organized, appealing and compiled with care. In this portfolio, you need to demonstrate and apply the knowledge and skills that you acquired over a period of participating in this learning process.

Creating an online portfolio is the way of providing evidence, revealing your professionalism and expanding your professional knowledge and skills. Your portfolio does not have to be complicated and difficult to assess. Remember to **KEEP IT SIMPLE AND STRAIGHT**.

**The following should make up your portfolio:**

- ❖ **New Page: Cover Page:** - Your name; Module Code and Student Number
- ❖ **New Page: Content Page**
- ❖ **New Page:** Reflect on the additional roles of a good teacher you read about in this module, giving examples of each. **PLEASE DO NOT MENTION THE SEVEN (7) ROLES OF A GOOD TEACHER BUT THE ADDITIONAL ROLES OF A GOOD TEACHER.** Your reflection and examples given should not be more than two (2) pages long.
- ❖ **New Page:** Of the six assignments, you submitted, select one from the six and motivate your selection. Support your selections with critical reflections. Your response to this section should not be more than one and a half (1½) page long.
- ❖ **New Page:** Learning is a process and in the process, you experience challenges. May you kindly respond to the challenges and intricacies you experienced in the following manner:
  - i. Describe the greatest difficulty you experienced in all the assignments you were requested to submit?
  - ii. Give an example of the assignment you found difficult to do and explain why?
  - iii. How did you manage to overcome the problem you mentioned above? The response to this section should not be more than two (2) pages long.

**New Page: Self-Reflection**

- i. Give at least five academic reasons that suggest this online module has empowered you. Explain how and give examples in each case. Your reflection should not be more than two (2) pages long.
- ii. What is your overall impression of the module “Being a Professional Teacher (BPT1501)? Your reflection should not be more than one and a half (1½) page long

**NB: CONVERT YOUR PORTFOLIO TO PDF BEFORE YOU SUBMIT. ALL PORTFOLIOS SHOULD BE SUBMITTED ONLINE BEFORE OR ON OCTOBER 19, 2018. THERE WILL BE NO EXTENTION OR ANY EXCUSE. OR EVEN TRY TO NEGOGIATE FOR EXTENTION.**

**THIS IS YOUR SUMMATITIVE EXAMINATION LIKE IN ALL YOUR OTHER MODULES. THE DIFFERENCE IS THAT YOU DO IT OVER A PERIOD OF TIME. IF YOU DO NOT SUBMIT YOUR PORTFOLIO, IT MEANS YOU DID NOT WRITE YOUR EXAM. THERE IS ALSO NO SUPPLEMENTARY IN THIS MODULE (PLEASE READ TL101 FOR MORE INFORMATION).**

**ADVICE:** To avoid disappointments, frustrations and other emotional issues, please submit your portfolio before the last day of submission (19/10/2018). Keep your proof that you did submit your portfolio. Store or save this proof somewhere to show that you **SUCCESSFULLY SUBMITTED YOUR PORTFOLIO.**

**LASTLY: THE PORTFOLIO MARK WILL NOT SHOW IN THE ASSIGNMENT PORTAL AS IT NORMALLY HAPPENS. THIS IS AN EXAM MARK. THEREFORE, YOUR PORTFOLIO MARK WILL BE RELEASED AND PRINTED IN YOUR RESULTS. IT IS YOUR TURN TO DEMONSTRATE THE KNOWLEDGE AND SKILLS LEARNT FROM THIS MODULE. GO FOR IT!**

**GOOD LUCK AND GOD BLESS!!!**

**MR. KGANYAGO**

## RUBRIC FOR PORTFOLIO ASSESSMENT

**SEMESTER 2: 2018**

Criteria	Indicators	Excellent: 80% - 100%	Good: 70% - 79%	Average: 50%- 69%	Poor: 0% - 49%
<b>Cover Page - Visual Appeal (15)</b>	Artwork Appeal	All 2 are creatively and visually appealing	All 2 elements included Missing 1 elements	Missing 1 element	Missing 2 or more elements
<b>Content Page (5)</b>	Organisation of Table of contents  All Topics indicated in content page	Demonstrate high level of organisation  Indicated all topics on content page and page numbers	Table of contents organised  All topics indicated	Table of contents not well organised	No table of contents
<b>Sub-Folder 3: The additional roles of a good teacher (20)</b>	Reflect on the additional roles of a good teacher	Detailed reflection on the additional roles of a good teacher with examples	Reflection on the additional roles of a good teacher	The additional roles of a good teacher	Less than additional roles of a good teacher
<b>Sub-Folder 4: Motivation and critical reflection of the selected assignment (15)</b>	Motivation critical reflection of the selected assignment	Overview of discussion short but detailed  Demonstrated high level of learning experience and showed examples  Provided suggestions and examples	Brief overview of what was discussed  Discussed learning experience  Provided suggestions and examples	Overview of discussion  learning experience not well discussed  Provided suggestions and examples	No brief overview of what was discussed  Learning experience not discussed  Provided suggestions and examples
<b>Sub-Folder 5: Learning Experience (20)</b>	Assignment difficulty;  Reason;	Difficulty well-defined and structured  Extensive reasons provided	Difficulty defined and structured  Reasons provided	Difficulty defined  Reasons provided	Difficulty haphazardly outlined  No reasons provided

	How you resolved the problem;	Elaborated, how the problem was resolved	Explained how the problem was resolved	How the problem was resolved	Not elaborated on resolving the problem
<b>Sub-Folder 6: Self Reflection:</b> <b>(20)</b>	Online Learning as an empowerment tool;  How with examples  Persuasive argument	Ability to write extensively, insightful about online learning  Example provided with explanations  Persuasive argument	Insightful writing about online learning  Example provided explains the how	Insightful writing  Few examples	Writing haphazard  No examples
<b>Form and Overall Impression (5)</b>	Spelling Grammar Sentence structure Punctuation Creativity Design	No errors and a high level of writing  Demonstrated high level of creativity. An appealing and well-designed product (portfolio)	Negligible spelling e.g typo error or a letter missing in a word and minor grammatical errors  Creative and attractive product (portfolio)	Few spelling and grammatical errors  Just an appealing portfolio	Significant number of grammatical and spelling errors  No demonstration of creativity and appeal

**TOTAL MARKS = 100%**