

LEARNING UNIT 6: THE TEACHER MAKING A DIFFERENCE

6.1 OVERVIEW

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Congratulations, you have now reached your destination and the final unit of this module. You have spent a semester or a year acquiring knowledge as a professional teacher and their roles as well. You learnt more about the theories of teaching, the multitude of teaching and learning strategies as well as visited schools to learn more about the teacher in the classroom, the teaching and learning process and the classroom environment. You are now in a position to reflect on your entire process of learning throughout the semester or year and this is done by compiling a portfolio.

One of the important things in the process of learning is to demonstrate to us what you have acquired and how you have transformed. Transformation occurs in many ways, such as the way you behave, grow and develop, think and how you begin to see the world. The time has now come to inform us and demonstrate to us your growth and development throughout your learning process.

The compilation of a portfolio is crucial for this course. It is a showcase of your work and a great way to demonstrate to the world the knowledge you have acquired, particularly your learning community. A portfolio is a collection of your best selected work to demonstrate to us that this cycle of training has produced a competent, developed, well-rounded and transformed person. Your selected work may include your conversations or discussions with your group, essays, collages, newspaper reports, brochures and philosophy of education and teaching.

In this case you will need to provide evidence of your achievements, the skills you acquired over a period of time and show the development of you and engagement in collaborative learning activities. In allowing you to compile this portfolio we are providing you with space to record, reflect and provide information about your education, training, your learning experience, and self-assessment as you develop your portfolio and the decision you will make about your career.

Below is a picture and example of what a portfolio look like.



OER images

6.2 HOW TO COMPILE A PORTFOLIO ONLINE

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A good online portfolio is critical to ensure that you succeed in your studies. It is used to display your competence and numerous skills you must learn from this course. As a result you need to take your time and effort to create an outstanding portfolio. The best way to showcase your growth and development is through your online portfolio. But, please do not wait until the last week of your submission to start thinking about what you want to put in your portfolio. Your selection must start immediately after receiving your feedback from your TA. See examples below:

<http://www.google.co.za/imgres?>

[imgurl=https://farrarwilliams.files.wordpress.com/2011/08/img_2756.jpg&imgrefurl=https://farrarwilliams.wordpress.com/2011/08/15/the-nitty-gritty-portfolio-post/&h=1936&w=2592&tbnid=nJ1bl1uSOEOI2M:&zoom=1&docid=I9yl-qPKhPOgHM&ei=oBJEVaKJ0lat7AbFhYCwAw&tbm=isch&ved=0CA8QMygHMAc4ZA](https://farrarwilliams.files.wordpress.com/2011/08/img_2756.jpg&imgrefurl=https://farrarwilliams.wordpress.com/2011/08/15/the-nitty-gritty-portfolio-post/&h=1936&w=2592&tbnid=nJ1bl1uSOEOI2M:&zoom=1&docid=I9yl-qPKhPOgHM&ei=oBJEVaKJ0lat7AbFhYCwAw&tbm=isch&ved=0CA8QMygHMAc4ZA)

<http://www.agora-gallery.com/advice/how-to-create-a-professional-portfolio/>

Before you start with your Portfolio, highlight or click on the links below and learn more about developing your own portfolio of evidence:

Developing a portfolio: <http://thinkingofteaching.blogspot.co.za/2013/10/interactive-reading-portfolio-freebie.html>

Developing a portfolio: <https://www.youtube.com/watch?v=WgxGWVgc7y0>

Next section - how to compile a **PORTFOLIO**

6.3 GUIDELINES ON CREATING A PORTFOLIO ONLINE

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6.3.1 Simplicity is the key to success. Keep your portfolio simple and do not confuse the assessor with complicated, unnecessary and irrelevant information. However, grab the attention of the assessor.

6.3.2 Organization. Make sure your online portfolio is easy to navigate and pages are readily accessible and available to your assessor. Plan what work will be suitable to be included in your portfolio.

6.3.3 Quality versus quantity. Do not add information for the sake of increasing the volume of your content. Your work should add value and an assessor that you were able to reflect on each piece of work included in your portfolio.

6.3.4 Professional. Try to present your portfolio in a professional manner and make sure it is easy to follow and to read. Illustrate your creativity and that you are on your way to become a professional teacher.

NB: I WILL SEND YOU WEBSITES THAT OFFER FREE E-PORTFOLIO SERVICES TO USE. HOWEVER WE ARE STILL DEVELOPING OUR OWN HOSTING SITE FOR E-PORTFOLIO.

YOU WILL STILL USE THE NORMAL WORD DOCUMENT AS THIS MIGHT BE A PROBLEM TO SOME TO ACCESS WEBSITES FOR E-PORTFOLIO IT IS IMPORTANT TO SUBMIT YOUR PORTFOLIO ONLINE. THE SYSTEM RECORDS WHEN AND WHAT TIME YOUR PORTFOLIO WAS SUBMITTED.

6.3.5 Web-hosting. This might be new and a challenge to you. However, there are many web hosting services that may offer some help. Surf the internet for information and guidance. Some hosts may provide samples and offer free portfolio templates.

6.3.6 Practice makes perfect. We advise that you start as early as possible to compile your portfolio as it is time consuming. The final product should be organized and without mistakes. You should also demonstrate and apply the knowledge and skills that you acquired over a period of studying this material.

KEEP IN MIND THAT YOUR PORTFOLIO IS A REFLECTION OF AN EXAMPLE OF THE WORK YOU HAVE COMPLETED.

Creating an online portfolio is the way of 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**.

Tips for an aesthetic product

6.4 STEPS TO FOLLOW WHEN CREATING A PORTFOLIO ONLINE

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INSTRUCTIONS:

USE "MS WORD" TO CREATE YOUR PORTFOLIO. PLEASE DO NOT USE A "DROP BOX".
NOT ALL STUDENTS HAVE ACCESS TO A "DROP BOX".

Step 1: Select any design of your choice to start creating your portfolio

Step 2: Give each page a new name "**ONLINE PORTFOLIO**" and your student number

Step 3: The pages you create can be regarded as sub-folders

Step 4: Give all your pages that you create, names

WHAT GOES INTO YOUR PORTFOLIO?

<http://www.google.co.za/imgres?imgurl=https://s-media-cache-ak0.pinimg.com/236x/2b/d5/0e/2bd50e1760b4770e32165a7d6b266a12.jpg&imgrefurl=https://www.pinterest.com/explore/student-portfolios/&h=314&w=236&tbnid=SPSoRojnDxBmRM:&zoom=1&docid=thmYHlkvnu3oxM&ei=IhNEVYidC6Ln7gbtYDlCQ&tbn=isch&ved=0CFsQMyl>

<http://www.google.co.za/imgres?imgurl=https://s-media-cache-ak0.pinimg.com/236x/73/3c/70/733c7083f168f857768b3d1b0f8f4ef5.jpg&imgrefurl=https://www.pinterest.com/explore/student-portfolios/&h=314&w=236&tbnid=mYbqWOLzmZ4JsM:&zoom=1&docid=thmYHlkvnu3oxM&ei=IhNEVYidC6Ln7gbtYDlCQ&tbn=isch&ved=0CEwQM>

http://www.google.co.za/imgres?imgurl=https://s-media-cache-ak0.pinimg.com/236x/6a/9f/c2/6a9fc2c2cdb5fadf27af1f3c1fa3cad1.jpg&imgrefurl=https://www.pinterest.com/explore/teacher-portfolio/&h=325&w=236&tbnid=feaUpMfdUBZ_iM:&zoom=1&docid=YvSLgdqDEXojjM&ei=IhNEVYidC6Ln7gbtYDlCQ&tbn=isch&ved=0CBkQMylgRMBE4rAI

I WILL INFORM YOU LATER WHAT GOES INTO EACH PAGE. BUT, YOU NEED TO FOLLOW THIS STRUCTURE:

Folder 1: Cover Page - Your name, Module Code and Student Number

Sub-Folder 2: Content Page

Sub-Folder 3: You will be informed

Sub-Folder 4: You will be informed

Sub-Folder 5: You will be informed

Sub-Folder 6: You will be informed

This information will be communicated through your Teaching Assistant

WISHING YOU A SUCCESSFUL JOURNEY TO LEARNING
