

Teaching Portfolio

Guidelines how to compile it and what to include in it

Why Portfolio?

Aim your portfolio at your state exams, please. Look at the state exam topics in our departmental webpages and try to find examples/activities illustrating each topic.

Add certificates from extra seminars you have passed.

Portfolio will help you during your state exam in future.

What should it include?

Ø Your aims as a professional TEFL teacher (what do you want to achieve in your language learning, teaching, other areas that are linked to your profession)

Ø Your language proficiency and further development of the language (self-assessment based on European Language Portfolio for Adult Learners)

Ø Topics covered in Methodology and Didactics seminars, your observations, reflection

Ø Activities – used both in Methodology seminars and in other seminars with self-reflection and possible adaptations for your own teaching practice

Ø Useful Literature – both theoretical and practical books and manuals, teaching journals

Ø Your teaching experience – lesson plans with reflections

Ø Useful contacts – your colleagues, teachers, institutions, publishers, etc.

Ø Further professional development – INSETT course providers, professional associations, conferences, etc.

Ø List of professional achievements – exams, certificates, references, etc.

Ø Dossier of your own materials

INSETT=in-service teacher training, tj. kurzy pro už učící učitele
PRESETT= pre-service teacher training, tj. vlastně výuka na PdF