

15- Unit TESOL Certificate Portfolio Checklist

REQUIRED MATERIALS	Check off
<i>NOTE: PLEASE INCLUDE A TABBED COVER PAGE FOR EACH NUMBERED SECTION</i>	<input checked="" type="checkbox"/>
i. Table of contents	<input checked="" type="checkbox"/>
ii. This checklist	<input checked="" type="checkbox"/>
1. Evidence of increased awareness of self-reflection and self evaluation as a tool for growth as an educator: 1a. Letter of Self-Introduction (2 pages) 1b. Letter of summation, reflecting on learning experience and detailing highlights (2 pages)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
2. Evidence of increased awareness of varied teaching practices gained through reflective observation of teaching: 2a. Observation Notebook 2b. 3 Artifacts from TESOL content classes or observations (with caption and synthesis)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
3. Evidence of awareness of lesson plan design from methodology classes: 3a. One original lesson plan with instructor comments and feedback. 3b. Revised lesson plan with materials. 3c. Written analysis and reflection following guidelines provided	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>