Guidelines for writing reflections for the technology portfolio

Remember to select your best products, the ones that best demonstrate your mastery of the technology standards for teachers. For each of the six standards, you will write a reflection in which you provide a description and rationale for the products you chose as evidence. Hopefully you will have multiple products for a given standard; you will discuss them all in the reflection about that standard, and you will make it clear you understand the standard and how the products demonstrate your mastery of it. Hopefully too, many of your products will address multiple standards at the same time in which case you will discuss the products in more than one reflection.

In writing reflections to accompany portfolio products, it is important to address what you chose, why you chose them, and what you would do differently in the future. So your reflection could be framed by three broad questions: What? So what? Now what? ¹ Probably the easiest and clearest way to organize your reflection is to address the "what" and "so what" questions for each product chosen for the standard and then to wrap it up by addressing the "now what" related to the entire standard.

Listed below are ideas to assist you as you respond to each of these areas. Use these as general guidelines, keeping in mind that not all questions are appropriate for all products, but every reflection should include some attention to each of the three categories.

For each product used for this standard:

What?
- Briefly describe the product and address:
  o When and for what purpose/audience the product was developed - if the product resulted from a group project, include in your description, exactly what your contribution was to the final product, and give appropriate credit to other group members.
  o What types of technology were used

So what?
- Tell why the product was chosen to address the particular standard and which indicators under the standard it addresses.
  o What makes it appropriate for inclusion?
  o How does the product demonstrate mastery of the standard being addressed?
  o Use the language of the indicators (quote them) to make clear the connection of the product to the standard.
- What was the effectiveness of using technology in each product?
  o How did the use of technology enhance the product?
  o In the case of an experience with students, did students learn more or were they more engaged as a result of technology? Was the technology enhancement of more benefit to some students than others?
  o What did you learn from the experience?

For the entire standard:

Now what?
- What are your goals for the future relative to this standard?
  o How would you change your products in the future?
  o What would you do differently if you were doing similar experiences in the future and why?
  o What would you do the same and why?
  o How could you extend what you did to increase the effectiveness of your products and to better demonstrate your mastery of this standard?
- What do you still have to learn related to this standard?


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