

University of Puerto Rico – Mayagüez Campus (UPRM)
Teacher Preparation Program (TPP)

**INSTRUCTION MANUAL FOR ELECTRONIC PORTFOLIO
TEACHER CANDIDATE WORK SAMPLE ¹
STUDENT-TEACHING COURSE**



*This is a working document subject to revision by
CAEP Steering Committee – UPRM TPP
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¹ Parts of this manual are adaptations from the document *Muestra del Trabajo del Estudiante-Maestro (MTEM)* from University of Puerto Rico- Ponce Campus, which in turn is a translation and adaptation of the Teacher Work Sample, product of The Renaissance Partnership for Improving Teacher Quality. <http://www.uni.edu/itq/>

What is the Electronic Portfolio with Teacher Candidate Work Sample and what is its purpose?

The **Electronic Portfolio with Teacher Candidate Work Sample** (E-Portfolio with TCWS) is a product which originates in the Methodology course and is completed in the Practice Course. This TCWS process enables teacher candidates to demonstrate their ability to plan, implement, and evaluate a standards-based unit of instruction for a specific class in a secondary school in a way that facilitates learning for all students.

Parts of the E-Portfolio with TCWS in the practice course

- a) Home page*
- b) Autobiography*
- c) Educational Philosophy*
- d) Other course assignments*
- e) Links to important resources and online materials*
- f) Teacher Candidate Work Sample (TCWS):
 - Section 1: Contextual Factors *
 - Section 2: Learning Goals *
 - Section 3: Assessment Plan
 - Section 4: Design for Instruction *
 - Section 5: Instructional Decision-Making
 - Section 6: Analysis of Student Learning
 - Section 7: Reflection and Self-Evaluation *
 - Attachments (tests, assessment techniques, checklists, rubrics, others)

* Partially worked on or completed in the Methodology course

Overview of Teacher Candidate Work Sample (TCWS)

The Vision

Successful teacher candidates support learning by designing a Teacher Candidate Work Sample that employs a range of strategies and builds on each student's strengths, needs, and prior experiences. Through this performance assessment, teacher candidates provide credible evidence of their ability to facilitate learning by meeting the following TCWS standards²:

- The teacher candidate uses information about the learning-teaching context and student individual differences to set learning goals and plan instruction and assessment.
- The teacher candidate sets significant, challenging, varied, and appropriate

² Denner, P. R., Norman, A. D., Salzman, S. A., Pankratz, R. S., & Evans, C. S. (2004). The Renaissance Partnership teacher work sample: Evidence supporting score generalizability, validity, and quality of student learning assessment. In E. M. Guyton & J. R. Dangel (Eds.), *Teacher education yearbook XII: Research linking teacher preparation and student performance* (pp. 23-56). Dubuque, IA: Kendall/Hunt

learning goals.

- The teacher candidate uses multiple assessment modes and approaches aligned with learning goals to assess student learning before, during, and after instruction.
- The teacher candidate designs instruction for specific learning goals, student characteristics and needs, and learning contexts.
- The teacher candidate uses regular and systematic evaluations of student learning to make instructional decisions.
- The teacher candidate uses assessment data to profile student learning and communicate information about student progress and achievement.
- The teacher candidate reflects on his or her instruction and student learning in order to improve teaching practice.

Your Assignment

The TCWS contains seven teaching processes identified by research and best practice as fundamental to improving student learning. Each Teaching Process is followed by a TCWS Standard, the Task, a Prompt, and a Rubric that defines various levels of performance on the standard. The Standards and Rubrics will be used to evaluate your TCWS. The Prompts (or directions) help you document the extent to which you have met each standard. The underlined words in the Rubric and Prompts are defined in the Glossary.

You are required to teach a comprehensive unit. Before you teach the unit, you will describe contextual factors; identify learning goals based on the Puerto Rico Department of Education content standards for the program you are teaching; create an assessment plan designed to measure student performance before (pre-assessment), during (formative assessment) and after (post-assessment), and plan for your instruction. After you teach the unit, you will analyze student learning, reflect upon it, and evaluate your teaching as related to student learning.

Format of the TCWS to include in your Electronic Portfolio as one uploaded word file

1. Ownership. The cover page should include:
 - (a) your name
 - (b) date submitted
 - (c) grade level taught
 - (d) subject taught
 - (e) your university
 - (f) course number and title
2. Table of Contents. List the sections and attachments in your TCWS document with page numbers.
3. Attachments. Charts, graphs, and assessment instruments are required as part of the TCWS document. You may also want to provide other attachments, such as student work in which identifying information must be removed (blacken or white out). However, you should be very selective and make sure your attachments provide clear, concise evidence of your performance related to TCWS standards and your students' learning progress.

4. Narrative length. A suggested page length for your narrative is given at the end of each component section. You have some flexibility of length across components, but the total length of your written narrative (excluding charts, graphs, attachments and references) should not exceed twenty (20) double-spaced, 12-point font, 1-inch margin word-processed pages.

5. References and Credits (do not include in total page length). If you referred to another person's ideas or material in your narrative, you must cite these in a separate section at the end of your narrative under *References and Credits*. You may use any standard form for references; however, the American Psychological Association, APA style, is recommended.

6. Confidentiality. In order to insure student confidentiality, do not include any student names or identifying information in your TCWS.

Process, Standards and Indicators for TCWS in Practice Course

Section 1: Contextual Factor

TCWS Standard

The teacher uses information about the learning-teaching context and student individual differences to set learning goals and plan instruction and assessment.

Task

Discuss relevant factors and how they may affect the teaching-learning process. Include supporting and/or challenging evidence which promote/affect instruction and student learning.

Prompt

In your discussion, include:

Community, district, and school factors. Address geographic location, community and school population, socio-economic profile and race/ethnicity. You might also address such things as stability of community, political climate, community support for education, and other environmental factors.

Classroom factors. Address physical features, technological equipment and resource availability, and the extent of parental involvement. You might also discuss other relevant factors such as classroom rules and routines, grouping patterns, scheduling and classroom arrangement.

Student characteristics. Address student characteristics you must consider as you design instruction and assess learning. Include factors such as age, gender, race/ethnicity, special needs, achievement/developmental levels, culture, language, interests, learning styles/modalities or students' skill levels. In your narrative, make sure you address student's skills and prior learning that may influence the development of your learning goals, instruction and assessment.

Instructional implications. Address how contextual characteristics of the community, classroom and students have implications for instructional planning and assessment. Include specific instructional implications for at least two characteristics and any other factors that will influence how you plan and implement your unit.

Suggested Page Length: 1-2

Section 2: Learning Goals

TCWS Standard

The teacher sets significant, challenging, varied and appropriate learning goals.

Task

Provide and justify the learning goals for the unit.

Prompt

List the learning goals (not the activities) that will guide the planning, delivery and assessment of your unit. These goals should define what you expect students to know and be able to do at the end of the unit. The goals should be significant (reflect the big ideas or structure of the discipline) challenging, varied and appropriate. Number or code each learning goal so you can reference it later.

Show how the goals are aligned with local, state, or national standards.

(identify the source of the standards).

Describe the types and levels of your learning goals.

Discuss why your learning goals are appropriate in terms of development; pre-requisite knowledge, skills; and other student needs.

Suggested Page Length: 1-2

Section 3: Assessment Plan

TCWS Standard

The teacher uses multiple assessment modes and approaches aligned with learning goals to assess student learning before, during and after instruction.

Task

Design an assessment plan to monitor student progress toward learning goal(s). Use multiple assessment modes and approaches aligned with learning goals to assess student learning before, during, and after instruction. These assessments should authentically measure student learning and may include performance-based tasks, paper-and-pencil tasks, or personal communication. Describe why your assessments are appropriate for measuring learning.

Prompt

Provide an overview of the assessment plan. For each learning goal include: assessments used to judge student performance, format of each assessment, and adaptations of the assessments for the individual needs of students based on pre-assessment and contextual factors. The purpose of this overview is to depict the alignment between learning goals and assessments and to show adaptations to meet the individual needs of students or contextual factors. You may use a visual organizer such as a table, outline or other means to make your plan clear.

Describe the pre- and post-assessments that are aligned with your learning goals.

Clearly explain how you will evaluate or score pre- and post-assessments, including criteria you will use to determine if the students' performance meets the learning goals. Include copies of assessments, prompts, and/or student directions and criteria for judging student performance (e.g., scoring rubrics, observation checklist, rating scales, item weights, test blueprint, answer key).

Discuss your plan for formative assessment that will help you determine student progress during the unit. Describe the assessments you plan to use to check on student progress and comment on the importance of collecting that particular evidence. Although formative assessment may change as you are teaching the unit, your task here is to predict at what points in your teaching it will be important to assess students' progress toward learning goals.

Assessment Plan Table

Learning Goals	Assessments	Format of Assessment	Adaptations

Suggested Page Length: 2 + pre- and post-assessment instruments, scoring rubrics/keys, and assessment plan table

Section 4: Design for Instruction

TCWS Standard

The teacher designs instruction for specific learning goals, student characteristics and needs, and learning contexts.

Task

Describe how you will design your unit instruction related to unit goals, students' characteristics and needs, and the specific learning context.

Prompt

Results of pre-assessment. After administering the pre-assessment, analyze student performance *relative to the learning goals*. Depict the results of the pre-assessment in a format that allows you to find patterns of student performance relative to each learning goal. You may use a table, graph, or chart. Describe the pattern you find that will guide your instruction or modification of the learning goals.

Unit overview. Provide an overview of your unit. Use a visual organizer such as a block plan or outline to make your unit plan clear. Include the topic or activity you are planning for each day/period. Also indicate the goal or goals (coded from your Learning Goals section) that you are addressing in each activity. Make sure that every goal is addressed by at least one activity and that every activity relates to at least one goal.

Activities. Describe at least three unit activities that reflect a variety of instructional strategies/techniques and explain why you are planning those specific activities. In your explanation for each activity, include:

- ◆ how the content relates to your instructional goal(s),
- ◆ how the activity stems from your pre-assessment information and contextual factors,
- ◆ what materials/technology you will need to implement the activity, and
- ◆ how you plan to assess student learning during and/or following the activity (i.e., formative assessment).

Technology. Describe how you will use technology in your planning and/or instruction. If you do not plan to use any form of technology, provide your clear rationale for its omission.

Suggested Page Length: 3 + visual organizer

Section 5: Instructional Decision-Making

TCWS Standard

The teacher uses on-going analysis of student learning to make instructional decisions.

Task

Provide two examples of instructional decision-making based on students' learning or responses.

Prompt

Think of a time during your unit when a student's learning or response caused you to modify your original design for instruction. (The resulting modification may affect other students as well.)

Cite specific evidence to support your answers to the following:

- ◆ Describe the student's learning or response that caused you to rethink your plans. The student's learning or response may come from a planned formative assessment or another source (not the pre-assessment).
- ◆ Describe what you did next and explain why you thought this would improve student progress toward the learning goal. Now, think of one more time during your unit when another student's learning or response caused you to modify a different portion of your original design for instruction. (The resulting modification may affect other students as well.)
- ◆ Describe the student's learning or response that caused you to rethink your plans. The student's learning or response may come from a planned formative assessment or another source (not the pre-assessment).
- ◆ Describe what you did next and explain why you thought this would improve student progress toward the learning goal.

Suggested Page Length: 3-4

Section 6: Analysis of Student Learning

TCWS Standard

The teacher uses assessment data to profile student learning and communicate information about student progress and achievement.

Task

Analyze your assessment data, including pre/post assessments and formative assessments to determine students' progress related to the unit learning goals. Use visual representations and narrative to communicate the performance of the whole class, subgroups, and two individual students. Conclusions drawn from this analysis should be provided in the "Reflection and Self-Evaluation" section.

Prompt

In this section, you will analyze data to explain progress and achievement toward learning goals demonstrated by your whole class, subgroups of students, and individual students.

Whole class. To analyze the progress of your whole class, create a table that shows pre- and post-assessment data on every student on every learning goal. Then, create a graphic summary that shows the extent to which your students made progress (from pre- to post-) toward the learning criterion that you identified for each learning goal (identified in your Assessment Plan section). Summarize what the graph tells you about your students' learning in this unit (i.e., the number of students met the criterion).

Subgroups. Select a group characteristic (e.g., gender, performance level, socio-economic status, language proficiency) to analyze in terms of **one learning goal**. Provide a rationale for your selection of this characteristic to form subgroups (e.g., girls vs. boys; high- vs. middle- vs. low-performers). Create a graphic representation that compares pre- and post-assessment results for the subgroups on this learning goal. Summarize what these data show about student learning.

Individuals. Select two students that demonstrated different levels of performance. Explain why it is important to understand the learning of these particular students. Use pre-, formative, and post-assessment data with examples of the students' work to draw conclusions about the extent to which these students attained the two learning goals. Graphic representations are not necessary for this subsection.

Note: *You will provide possible reasons for why your students learned (or did not learn) in the next section, "Reflection and Self-Evaluation."*

Suggested Page Length: 4 + charts and student work examples

Section 7: Reflection and Self-Evaluation

TCWS Standard

The teacher candidate analyzes the relationship between his or her instruction and student learning in order to improve teaching practice.

Task

Reflect on your performance as a teacher and link your performance to student learning results. Evaluate your performance and identify future actions for improved practice and professional growth.

Prompt

Select the learning goal where your students were most successful. Provide two or more possible reasons for this success. Consider your goals, instruction, and assessment along with student characteristics and other contextual factors under your control.

Select the learning goal where your students were least successful. Provide two or more possible reasons for this lack of success. Consider your goals, instruction, and assessment along with student characteristics and other contextual factors under your control. Discuss what you could do differently or better in the future to improve your students' performance.

Reflection on possibilities for professional development. Describe at least two professional learning goals that emerged from your insights and experiences with the TCWS. Identify two specific steps you will take to improve your performance in the critical area(s) you identified.

Suggested Page Length: 2

Contextual Factors Rubric

TWS Standard: The teacher designs instruction for specific learning goals, student characteristics and needs, and learning contexts.

Standards Alignment	Rating → Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 3 UPRM TPP 6 ISTE 3 PRDES 4 CAEP 1	Knowledge of Community, School and Classroom Factors	Teacher displays a comprehensive understanding of the characteristics of the community, school, and classroom that may affect learning.	Teacher displays some knowledge of the characteristics of the community, school, and classroom that may affect learning.	Teacher displays minimal, irrelevant, or biased knowledge of the characteristics of the community, school, and classroom.	
InTASC 3 UPRM TPP 6 ISTE 3 PRDES 4 CAEP 1	Knowledge of Characteristics of Students	Teacher displays general & specific understanding of student differences (e.g., development, interests, culture, abilities/disabilities) that may affect learning.	Teacher displays general knowledge of student differences (e.g., development, interests, culture, abilities/disabilities) that may affect learning.	Teacher displays minimal, stereotypical, or irrelevant knowledge of student differences (e.g. development, interests, culture, abilities/disabilities).	
InTASC 2 UPRM TPP 9 PRDES 5 ISTE 4 CAEP 1	Knowledge of Students' Varied Approaches to Learning	Teacher displays general & specific understanding of the different ways students learn (e.g., learning styles, learning modalities) that may affect learning.	Teacher displays general knowledge about the different ways students learn (e.g., learning styles, learning modalities).	Teacher displays minimal, stereotypical, or irrelevant knowledge about the different ways students learn (e.g., learning styles, learning modalities).	
InTASC 2 UPRM TPP 9 PRDES 5 ISTE 4 CAEP 1	Knowledge of Students' Skills and Prior Learning	Teacher displays general & specific understanding of students' skills and prior learning that may affect learning.	Teacher displays general knowledge of students' skills and prior learning that may affect learning.	Teacher displays little or irrelevant knowledge of students' skills and prior learning.	
InTASC 1 UPRM TPP 3 PRDES 2 ISTE 2 CAEP 2	Implications for Instructional Planning and Assessment	Teacher provides specific implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics.	Teacher provides general implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics.	Teacher does not provide implications for instruction and assessment based on student individual differences and community, school, and classroom characteristics OR provides inappropriate implications.	
				Total	/15

Learning Goals Rubric

TWS Standard: The teacher sets significant, challenging, varied and appropriate learning goals.

	Rating → Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 4 UPRM TPP 3 PRDES 2 ISTE 2 CAEP 2	Significance, Challenge and Variety	Goals reflect several types or levels of learning and are significant and challenging.	Goals reflect several types or levels of learning but lack significance or challenge.	Goals reflect only one type or level of learning.	
InTASC 4 UPRM TPP 3 PRDES 2 ISTE 2 CAEP 2	Clarity	Most of the goals are clearly stated as learning outcomes.	Some of the goals are clearly stated as learning outcomes.	Goals are not stated clearly and are activities rather than learning outcomes.	
InTASC 5 UPRM TPP 3 PRDES 2 ISTE 2 CAEP 2	Appropriateness For Students	Most goals are appropriate for the development; prerequisite knowledge, skills, experiences; and other student needs.	Some goals are appropriate for the development; prerequisite knowledge, skills, experiences; and other student needs	Goals are not appropriate for the development; prerequisite knowledge, skills, experiences; or other student needs.	
InTASC 5 UPRM TPP 3 PRDES 2 ISTE 2 CAEP 2	Alignment with National NCTE, State PRDE Standards	Most of the goals are explicitly aligned with national, state or local standards.	Some goals are aligned with national, state or local standards.	Goals are not aligned with national, state or local standards.	
				Total	/12

Design for Instruction Rubric

TWS Standard: The teacher designs instruction for specific learning goals, student characteristics and needs, and learning contexts.

	Rating→ Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 4 UPRM TPP 1 PRDES 1 ISTE 1 CAEP 1	Alignment with Learning Goals	All lessons are explicitly linked to learning goals. All learning activities, assignments and resources are aligned with learning goals. All learning goals are covered in the design.	Most lessons are explicitly linked to learning goals. Most learning activities, assignments and resources are aligned with learning goals. Most learning goals are covered in the design.	Few lessons are explicitly linked to learning goals. Few learning activities, assignments and resources are aligned with learning goals. Not all learning goals are covered in the design.	
InTASC 5 UPRM TPP 4 PRDES 2 ISTE 1 CAEP 1	Accurate Representation of Content	Teacher's use of content appears to be accurate. Focus of the content is congruent with the big ideas or structure of the discipline.	Teacher's use of content appears to be mostly accurate. Shows some awareness of the big ideas or structure of the discipline.	Teacher's use of content appears to contain numerous inaccuracies. Content seems to be viewed more as isolated skills and facts rather than as part of a larger conceptual structure.	
InTASC 7 UPRM TPP 2 PRDES 3 ISTE 2 CAEP 2	Lesson and Unit Structure	All lessons within the unit are logically organized and appear to be useful in moving students toward achieving the learning goals.	The lessons within the unit have some logical organization and appear to be somewhat useful in moving students toward achieving the learning goals.	The lessons within the unit are not logically organized organization (e.g., sequenced).	
InTASC 7 UPRM TPP 2 PRDES 3 ISTE 2 CAEP 2	Use of a Variety of Instruction, Activities, Assignments and Resources	Significant variety across instruction, activities, assignments, and/or resources. This variety makes a clear contribution to learning.	Some variety in instruction, activities, assignments, or resources but with limited contribution to learning.	Little variety of instruction, activities, assignments, and resources. Heavy reliance on textbook or single resource (e.g., work sheets).	
InTASC 7 UPRM TPP 2 PRDES 3 ISTE 2 CAEP 2	Use of Contextual Information and Data to Select Appropriate and Relevant Activities, Assignments and Resources	Most instruction has been designed with reference to contextual factors and pre-assessment data. Most activities and assignments appear productive and appropriate for each student.	Some instruction has been designed with reference to contextual factors and pre-assessment data. Some activities and assignments appear productive and appropriate for each student.	Instruction has not been designed with reference to contextual factors and pre-assessment data. Activities and assignments do not appear productive and appropriate for each student.	
InTASC 7 UPRM TPP 2 PRDES 7 ISTE 2 CAEP 2	Use of Technology	Teacher integrates appropriate technology that makes a significant contribution to teaching and learning OR provides a strong rationale for not using technology.	Teacher uses technology but it does not make a significant contribution to teaching and learning OR teacher provides limited rationale for not using technology.	Technology is inappropriately used OR teacher does not use technology, and no (or inappropriate) rationale is provided.	
				Total	/18

Instructional Decision-Making Rubric

TWS Standard: The teacher uses on-going analysis of student learning to make instructional decisions.

	Rating— Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 8 UPRM TPP 8 PRDES 3 ISTE 1 CAEP 3	Sound Professional Practice	Most instructional decisions are pedagogically sound (i.e., they are likely to lead to student learning).	Instructional decisions are mostly appropriate, but some decisions are not pedagogically sound.	Many instructional decisions are inappropriate and not pedagogically sound.	
InTASC 8 UPRM TPP 8 PRDES 3 ISTE 1 CAEP 3	Modifications Based on Analysis of Student Learning	Appropriate modifications of the instructional plan are made to address individual student needs. These modifications are informed by the analysis of student learning/performance, best practice, or contextual factors. Include explanation of why the modifications would improve student progress.	Some modifications of the instructional plan are made to address individual student needs, but these are not based on the analysis of student learning, best practice, or contextual factors.	Teacher treats class as “one plan fits all” with no modifications.	
InTASC 8 UPRM TPP 8 PRDES 3 ISTE 1 CAEP 3	Congruence Between Modifications and Learning Goals	Modifications in instruction are congruent with learning goals.	Modifications in instruction are somewhat congruent with learning goals.	Modifications in instruction lack congruence with learning goals.	
				Total	/9

Assessment Plan Rubric

TWS Standard: The teacher uses multiple assessment modes and approaches aligned with learning goals to assess student learning before, during and after instruction.

	Rating- Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Clarity of Criteria and Standards for Performance	Assessment criteria are clear and are explicitly linked to the learning goals.	Assessment criteria have been developed, but they are not clear or are not explicitly linked to the learning goals.	The assessments contain no clear criteria for measuring student performance relative to the learning goals.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Alignment with Learning Goals and Instruction	Each of the learning goals is assessed through the assessment plan; assessments are congruent with the learning goals in content and cognitive complexity.	Some of the learning goals are assessed through the assessment plan, but many are not congruent with learning goals in content and cognitive complexity.	Content and methods of assessment lack congruence with learning goals or lack cognitive complexity.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Multiple Modes and Approaches	The assessment plan includes multiple assessment modes (including performance assessments, lab reports, research projects, etc.) and assesses student performance throughout the instructional sequence.	The assessment plan includes multiple modes but all are either pencil/paper based (i.e. they are not performance assessments) and/or do not require the integration of knowledge, skills and reasoning ability.	The assessment plan includes only one assessment mode and does not assess students before, during, and after instruction.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Technical Soundness	Assessments appear to be valid; scoring procedures are explained; most items or prompts are clearly written; directions and procedures are clear to students.	Assessments appear to have some validity. Some scoring procedures are explained; some items or prompts are clearly written; some directions and procedures are clear to students.	Assessments are not valid; scoring procedures are absent or inaccurate; items or prompts are poorly written; directions and procedures are confusing to students.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Adaptations Based on the Individual Needs of Students	Teacher makes adaptations to assessments that are appropriate to meet the individual needs of most students.	Teacher makes adaptations to assessments that are appropriate to meet the individual needs of some students.	Teacher does not adapt assessments to meet the individual needs of students or these assessments are inappropriate.	
				Total	/15

Analysis of Student Learning Rubric

TWS Standard: The teacher uses assessment data to profile student learning and communicate information about student progress and achievement.

	Rating → Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Clarity and Accuracy of Presentation	Presentation is easy to understand and contains no errors of representation.	Presentation is understandable and contains few errors	Presentation is not clear and accurate; it does not accurately reflect the data.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Alignment with Learning Goals	Analysis is fully aligned with learning goals and provides a comprehensive profile of student learning for the whole class, subgroups, and two individuals.	Analysis of student learning is partially aligned with learning goals and/or fails to provide a comprehensive profile of student learning relative to the goals for the whole class, subgroups, and two individuals.	Analysis of student learning is not aligned with learning goals.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Interpretation of Data	Interpretation is meaningful, and appropriate conclusions are drawn from the data.	Interpretation is technically accurate, but conclusions are missing or not fully supported by data.	Interpretation is inaccurate and conclusions are missing or unsupported by data.	
InTASC 6 UPRM TPP 7 PRDES 6 ISTE 2 CAEP 2	Evidence of Impact on Student Learning	Analysis of student learning includes evidence of the impact on student learning in terms of number of students who achieved and made progress toward each learning goal.	Analysis of student learning includes incomplete evidence of the impact on student learning in terms of numbers of students who achieved and made progress toward learning goals.	Analysis of student learning fails to include evidence of impact on student learning in terms of numbers of students who achieved and made progress toward learning goals.	
				Total	/9

Reflection and Self-Evaluation Rubric

TWS Standard: The teacher analyzes the relationship between his or her instruction and student learning in order to improve teaching practice.

	Rating→ Indicator ↓	Indicator Met (3)	Indicator Partially Met (2)	Indicator Not Met (1)	Score
InTASC 9 UPRM TPP 10 PRDES 10 ISTE 4 CAEP 2	Interpretation of Student Learning	Uses evidence to support conclusions drawn in “Analysis of Student Learning” section. Explores multiple hypotheses for why some students did not meet learning goals.	Provides evidence but no (or simplistic, superficial) reasons or hypotheses to support conclusions drawn in “Analysis of Student Learning” section.	No evidence or reasons provided to support conclusions drawn in “Analysis of Student Learning” section.	
InTASC 9 UPRM TPP 10 PRDES 10 ISTE 4 CAEP 2	Insights on Effective Instruction and Assessment	Identifies successful and unsuccessful activities and assessments and provides plausible reasons (based on theory or research) for their success or lack thereof.	Identifies successful and unsuccessful activities or assessments and superficially explores reasons for their success or lack thereof (no use of theory or research).	Provides no rationale for why some activities or assessments were more successful than others.	
InTASC 9 UPRM TPP 10 PRDES 10 ISTE 4 CAEP 2	Alignment Among Goals, Instruction and Assessment	Logically connects learning goals, instruction, and assessment results in the discussion of student learning and effective instruction.	Connects learning goals, instruction, and assessment results in the discussion of student learning and effective instruction, but misunderstandings or conceptual gaps are present.	Does not connect learning goals, instruction, and assessment results in the discussion of student learning and effective instruction and/or the connections are irrelevant or inaccurate.	
InTASC 10 UPRM TPP 5 PRDES 11 ISTE 5 CAEP 4	Implications for Future Teaching	Provides ideas for redesigning learning goals, instruction, and assessment and explains why these modifications would improve student learning.	Provides ideas for redesigning learning goals, instruction, and assessment but offers no rationale for why these changes would improve student learning.	Provides no ideas or inappropriate ideas for redesigning learning goals, instruction, and assessment.	
InTASC 10 UPRM TPP 5 PRDES 11 ISTE 5 CAEP 4	Implications for Professional Development	Presents a small number of professional learning goals that clearly emerge from the insights and experiences described in this section. Describes specific steps to meet these goals.	Presents professional learning goals that are not strongly related to the insights and experiences described in this section and/or provides a vague plan for meeting the goals.	Provides no professional learning goals or goals that are not related to the insights and experiences described in this section.	
				Total	/15