Activities

Module 8

Showcasing Unit Portfolios

Module 8
Showcasing Unit Portfolios

Description: In this module, you and your colleagues share your Unit Plans and supporting documents in a showcase of work. After reviewing and completing unfinished items in your Unit Portfolio, you then consider the benefits of sharing work—for both teachers and students—before you prepare your presentation for the showcase with your colleagues.

Activity 1: Completing Your Portfolio

In this activity, you finalize your Unit Portfolio for the Showcase Presentation in Activity 3.

Use your Unit Plan Checklist and review your notes from Activity 3 in Module 7 to complete any unfinished components and make final revisions to your Unit Portfolio in preparation for the Portfolio Showcase.

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Activity 2: Planning a Showcase

During this time, you think about the benefits of showcasing student projects, consider how you can manage a project showcase in your classroom, and prepare your Unit Portfolio for a showcase with your colleagues.

Step 1: Showcasing Student Projects

You may want to invite parents or other classrooms to culminating events like a showcase to provide authentic feedback and to celebrate your students' achievements.

When students realize that a wider audience than just their teacher and peers will view their work, they tend to invest more time in product development, often resulting in better projects.

Showcasing products created with technology tools often demands different methods of facilitation than showcasing products created with more traditional tools. Following are some ideas for showcasing your work in the Portfolio Showcase as well as your students' work in your classroom:

- **Small Group:** Create small groups of four or five people. Give students time to share their projects with the small group, and allow additional time for group members to provide written feedback.

- **Rotation Stations:** Have half of the students stand at their computers, while the other half and any other observers rotate and give feedback. Then, have the two groups switch. Follow this activity with a whole group discussion.

- **Whole Group:** Allow each student to use a projection device to present his or her project to the whole class. Follow each presentation with time for comments and questions. Have assigned peer reviewers write feedback using language from a rubric that all students have used throughout the project.

- **Pair and Share:** Use some method to pair students for sharing. Follow the Pair and Share with a whole class discussion. View Activities for Pairing Students in the *Facilitation* folder of the Curriculum Resource CD for additional ideas on how to pair students.

- **Virtual Showcase:** Have students upload their products to wikis or blogs. Peers can provide feedback by filling out printed forms, uploading files to the presenter's wiki or blog, responding in a blog entry, creating new subpages in a wiki for comments, or adding comments directly onto an existing wiki page.

Discuss the following questions with a partner:

1. Which of the showcasing ideas could you most easily incorporate into your own classroom?

2. What would you need to do to prepare your students for an effective showcase?

3. How could you support students in providing constructive feedback to their peers?

4. What strategies could you use to ensure students use the feedback from their peers as well as their own self-assessments to improve their work?

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Step 2: Preparing Your Unit Portfolio Presentation

Throughout this course, you have concentrated on developing the individual components of your portfolio. Your showcase will focus on your portfolio as a whole. Keep this "big picture" in mind as you finalize your Portfolio for the showcase.

You showcase your Unit Portfolio with a wiki. One of the advantages of facilitating a showcase through a wiki is that portfolio files are easily accessible to participants during the showcase and after the course. Having the files online will also make it easy to share the Unit Portfolios with other interested parties.

Optional: You may choose to revise and expand the Unit Portfolio Presentation you created in Module 2 to showcase your portfolio. You can embed your portfolio components into your presentation and include slides with relevant information about your unit. You may need to compress your presentation, and then upload it to your wiki. Review the Intel® Education *Help Guide* steps for embedding a document into a presentation and setting it to open from the presentation. (See Multimedia Skill 7.11 and 7.12.)

> Refer to the following skills in the *Help Guide* for this section:
>
> - Multimedia Skill 7.11: To add a file to a slide
>
> - Multimedia Skill 7.12: To open a file from a slideshow

1. Go to the wiki site provided by your facilitator and log on.

2. Create your wiki showcase page with your name, the name of your unit, and any other introductory information.

    Optional: You may put all the necessary information for your showcase on your wiki showcase page, or you may create subpages for different components.

Showcasing Unit Portfolios

3. On your wiki showcase page, describe how you addressed the following traits from the Portfolio Rubric:

- Instructional design

  - Addresses standards and objectives

  - Addresses 21st century skills

  - Incorporates Curriculum-Framing Questions (CFQs)

  - Uses project approaches

  - Addresses student differences

- Technology integration

  - Supports content learning

  - Supports 21st century skills

  - Meets student and classroom needs

- Assessment strategies

  - Address standards and objectives

  - Are student-centered

  - Are varied and ongoing

Check the file size of your files. If your Internet connection is slow, make sure the files you upload to your wiki are of a reasonable size (under 1 MB). Compressing your files may help to reduce file size.

4. Upload the following components to the wiki:

- Unit Plan

- Assessment of your student sample

- Student sample

- Either a student support or facilitation resource

- Any other documents you would like to share

5. Collect feedback on your Unit Portfolio using one of the following options. Ask participants to:

- Provide feedback on a subpage of your wiki

- Use the wiki's commenting feature to provide feedback

- E-mail feedback forms to you

- Upload feedback forms to your wiki

- Fill out printed forms by hand

- Respond to a special blog created by you. If you choose to ask for feedback through a blog, you need to complete these steps now:

  o Create a blog entry for your showcase. If you wish, copy the text from the Showcase Feedback Form (located in the *Showcase* folder on the Curriculum Resource CD) as a prompt for your colleagues' feedback.

  o Create links between your wiki and your blog to facilitate feedback.

6. Make sure you clearly specify your preference for receiving feedback on your Unit Portfolio wiki page.

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Activity 3: Showcasing My Unit Portfolio

The goal of the Portfolio Showcase is to share your final products with your colleagues and to see what they have created. Responding to the individual pieces of the portfolio as they are presented may seem natural. This Showcase, however, is the first opportunity you have to receive feedback in response to your comments on your portfolio as a whole. A formal presentation with time at the end for comments and questions more accurately reflects how a similar activity would work in your classroom. You review each colleague's portfolio in your Pair and Share group.

The feedback you receive will be more useful and constructive if your group follows these guidelines to ensure a successful showcase experience:

- Save comments, questions, and discussion until the end of the presentation.

- Use the rubric to guide your overall review as you provide feedback.

- Use the prompts from the Showcase Feedback Form (located in the *Showcase* folder on the Curriculum Resource CD) to guide your feedback and discussion. Focus on content, not just the technology.

- Provide both positive feedback and specific suggestions on how to enhance the unit and student learning.

- Provide concrete examples in your comments—give specific examples of what areas are effective and specific ideas of how areas could be enhanced.

Note: Even if all participants do not have completed Unit Portfolios, the feedback process is important and will still be valuable.

Showcasing Unit Portfolios

Follow the presenter's preferences to choose one of the following methods to provide feedback during the Showcase:

- Use the wiki's commenting feature to provide feedback.

- Record your thoughts on a subpage in the presenter's wiki:

    a. Create a subpage with your name in the title (such as, Claire's Feedback).

    b. Copy the text from the Showcase Feedback Form (located in the *Showcase* folder on the Curriculum Resource CD) as a prompt.

    c. Paste the text into your subpage.

    d. Record your thoughts on the wiki subpage in response to the prompt.

    e. Save your subpage.

- Type your feedback into the Showcase Feedback Form document and then upload it to the presenter's wiki:

    a. Open the Showcase Feedback Form in the *Showcase* folder on the Curriculum Resource CD.

    b. After you record your feedback, save the form as a new document with a unique name. Be sure to include your name in the file name (such as, Claire's Feedback).

    c. Upload the document to the presenter's wiki.

- Follow the link in the presenter's wiki to the blog site and provide feedback in a response to the blog:

    a. Copy categories from the Showcase Feedback Form or from the presenter's blog, and paste it into a response.

    b. Record your feedback in your response and submit it.

- Fill out a printed Showcase Feedback Form by hand, printed from the *Showcase* folder on the Curriculum Resource CD.

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Activity 4: Evaluating the Course

During this activity, you reflect on the training you received and share your impressions, ideas for improvement, and overall assessment of the Intel® Teach Essentials Course.

Completing the Online Evaluation

The online evaluation is part of an external evaluation of the Intel Teach Essentials Course. This survey is designed to collect information about your experience and how prepared you feel to integrate technology-related activities in your classroom.

The survey should take less than 15 minutes to complete. The data will be used in statistical summaries, and individuals will not be identified.

Evaluating the Class with a Class ID Number

Use the following instructions to evaluate the Essentials Course:

1. Log on to the course evaluation site at: **www.intel.com/education/teachfuture/eval**

2. Enter your Class ID number, enter your MT UserID, and then click **login**.

3. Read the introductory letter, and then click **Begin Evaluation** at the bottom of the page.

4. Answer the questions by selecting buttons or typing in text boxes. Continue to the next page by clicking **Next** at the bottom of each page.

    Note: The evaluation includes several pages. You will not be able to click **Back** to modify your answers.

5. When you complete the evaluation, click **Finish**.

Activity 5: Concluding the Course

Step 1: Reviewing the Module

Review the guiding questions and key points for Module 8 on page 8.12 and think about the ideas and materials you created that can be used in your classroom, instruction, or planning.

Step 2: Reflecting on the Course

At the end of a journey like the one you have taken during this course, busy teachers may be tempted to breathe a sigh of relief and move on to the next demand on their time. Research shows, however, that thinking systematically about a learning experience through a structured reflection is critical for long-term learning (Pearson & Smith). Take the time to look back on your experiences now that you have completed the course.

1. Go to your personal blog, create an entry entitled Module 8 Reflection, copy and paste the following prompt into your entry, and write your response:

> **Of everything you learned, what do you think
> will have the biggest impact on student learning?**

2. Browse a few of your colleagues' responses and start a conversation with any that interest you in their personal blogs.

   Note: You may want to tag or bookmark your colleagues' blogs in order continue your conversations about your teaching practice after you complete the course.

Step 3: Wrapping Up

Ensure that you have all your files and Intel Teach Essential Course materials and accept your Certificate of Completion.

Transferring Files

1. Transfer your files to a permanent location (store on a server; upload to a Web site; or save to disks, pen drive, CD, or other storage device).

2. If directed by your facilitator, remove all files that you developed during the course from the computer.

3. Remove all CDs and disks from your computer.

Note: Be sure to close the Curriculum Resource CD Index before ejecting the CD from the computer.

Accepting Certificates of Completion

Congratulations on successfully completing the Intel Teach Essentials Course! A Certificate of Completion is provided to acknowledge your efforts.

Module 8 Summary

Review the guiding questions and key points of Module 8 and think about the ideas and materials you havSe created that can be used in your classroom, instruction, or planning to help improve student learning.

Module Questions:

- How can I prepare for and facilitate an effective showcase?

- How can I provide constructive feedback?

Module 8 Key Points:

- Events like a showcase allow the greater community to provide input for your students and to celebrate your students' achievements.