Stage 5 – The Presentation Portfolio

At this stage, record the portfolio to an appropriate presentation and storage medium. This will be different for a working portfolio and a formal or presentation portfolio. The best medium for a working portfolio is video tape, computer hard disk, Zip disk, or network server. The best medium for a formal or presentation portfolio is CD-Recordable disc, WWW server, or video tape.

Present the portfolio before an audience (real or virtual) and celebrate the accomplishments represented. This will be a very individual strategy, depending on the context, and an opportunity for professionals to share their teaching portfolios with colleagues for meaningful feedback and collaboration in self-assessment. This "public commitment" provides motivation to carry out the professional development plan of a formative portfolio.

Evaluate the portfolio's effectiveness in light of its purpose and the assessment context. In an environment of continuous improvement, a portfolio should be viewed as an ongoing learning tool, and its effectiveness should be reviewed on a regular basis to be sure that it is meeting the goals set.

Post the portfolio to WWW server, or write the portfolio to CD-ROM, or record the portfolio to videotape.

Here are some specific questions to answer from the EPPlanningWorksheet for this stage:

How will you record the portfolio to an appropriate presentation and storage medium?

How will you or your students present the finished portfolio to an appropriate audience?

More practical tips for completing this stage using common tools:

Create presentation on portfolio and Merge all Acrobat files into single file, create bookmarks, links

You might like to create a presentation with the highlights of your portfolio, using PowerPoint. This presentation could be converted to Acrobat and merged into the Acrobat portfolio document. Add appropriate links to artifacts and videos for the presentation.

Publish Portfolio on CD-ROM

When everything is completed (and probably the night before the presentation!) collect all of the portfolio documents (the portfolio/presentation Acrobat file plus any movies), and create at least two CD-ROMs (one for you, one for your mentor/program). You may also like to create a label for your CD, using the CD Stomper.

Optional: create WWW-based portfolio

You may choose to post your portfolio to a web server, to share with potential employers or your mentor teacher.

Publishing your Electronic Portfolio

Look in the **Step Guides** for a series of short "At-a-Glance Guides" that describe the strategies that you could use to publish your Electronic Portfolio. These one-page summaries provide a quick guide to the process. A comprehensive handbook with more detailed instructions and videos is available on CD-ROM. Permission is granted to educational institutions to print each page for non-profit educational purposes only. All other rights reserved.

> Publish Electronic Portfolios on CD-ROM
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> Publish Electronic Portfolios on the Internet
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> Publish Electronic Portfolios on Video Tape
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> Publish Electronic Portfolios on DVD