M-Portfolio Tipsheet

The M-Portfolio is an important tool to help you reflect on your learning. It is very possible a future employer will wish to review it, but if that does not happen, understand the M-Portfolio is most useful as an interview-preparation tool. The following are tips to support you in developing your M-Portfolio:

Getting Started:  [tutorial video to create an MPortfolio]

Formatting:
- Limit each page to one screen and have the most important content at the top.
- Use multimedia elements to enhance your page’s content in boxes or sidebars.
- Use a consistent font, size, and color across all pages. We recommend using black font.
- As you create each page, be creative. For example,
  - Quotes: Use quotes that help illustrate who you are;
  - Images: Use images that represent you as a person and an educator.
    - Use images that create a common theme across your pages.
    - When choosing pictures, ensure you have permission if children under 18 are included or ensure that no child can be identified.
  - Artistry: Add poetry, artwork, and other creative words to demonstrate an artistic side that may not be expressed elsewhere.
  - Anecdote: Share a brief story that captures who you are.

Content:
- Welcome Page
  - Provide a link to your resume. As you build your resume, keep track of the dates, place, and responsibilities for teaching experiences across your course of study. We recommend linking to a Google Doc for your resume. It may be helpful to set a time at the end of each semester to update your resume. Since your webpage will include your contact information, ensure your voicemail is professional.
- Philosophy Page
  - As you create this page, think about your beliefs, values and goals for teaching. You should avoid overused phrases (e.g., “it takes a village to teach a child”). If you do include such phrases, be sure that your statement clearly exemplifies the phrase.
- Domains 1–4
  - Include evidence of your own experiences such as a lesson, a unit, field placement experiences, or work/informal teaching experiences. The content should consist of your written reflection of your experiences that demonstrate the characteristics of one who is reflective and has learned the components of each domain. You must
provide a link within your written text to the documentation such as photos, pdf, Word doc, video, etc. For each domain, synthesize your understanding versus writing a paragraph for each bulleted question. Finally, be purposeful of the artifacts you link to within the body of the text.

- When selecting **artifacts**, choose ones that represent how to teach within your content area(s) as often as possible. If you use an artifact from coursework that is not in your major/minor, consider how it reflects you as a teacher who is qualified to teach in your major/minor or demonstrates your expertise in a particular domain. For example, many assignments in children’s literature can be aligned to your content area.

- **Standards:** As you create your M-Portfolio, you should keep in mind your content standards, and the InTASC Standards required of teachers.

- **Examples:** Each of the links provided are examples from previous students who have given permission to share their portfolios. Please be respectful of their generosity in sharing their work. Also, please note that the pages have changed (e.g., we no longer have a synthesis page).

  - [https://sites.google.com/a/umich.edu/jeremyklotzteacherportfolio/](https://sites.google.com/a/umich.edu/jeremyklotzteacherportfolio/)
  - [https://sites.google.com/site/mportfoliomscalise/](https://sites.google.com/site/mportfoliomscalise/)
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