

Portfolio Rubric

Criteria	Descriptor	Excellent (clear, consistent, convincing evidence)	Satisfactory (clear but evidence uneven in depth and scope)	Substandard (limited of no)
Clear, organized, and professional format	Cover page, Table of Contents, dividers, make materials accessible and easy to read.	Portfolio contains a cover page with name and contact information, dividers are visible and readable, TOC directs reader to each section.	All elements are present, but lack clarity.	Some elements missing
Teaching Philosophy	Portfolio includes a 1 to 2-page description of an educational vision that clearly presents the beliefs of the candidate	Philosophy is clear and compelling—no grammatical or spelling errors.	Philosophy is adequately developed--few grammatical or spelling errors.	Philosophy is poorly developed or missing--many grammatical or spelling errors.
Vita	Portfolio includes a page vita that clearly presents the education and experience of the candidate	Vita follows the guidelines available on website.	Vita lacks key elements or is formatted in a way that makes it difficult to identify elements	Vita has several spelling or grammar errors for is missing
Context-Setting paragraphs	Each portfolio entry is preceded by a paragraph that describes what the artifact is and what it shows about the portfolio developer	Paragraph clearly describes the entry and how it reveals the candidate's capabilities.	Paragraph explains connection of entry to abilities, but is poorly written or has significant mistakes.	Paragraph is missing
Syllabus	A syllabus for a course	Well developed	Adequate	Incomplete
Teaching Artifacts	Lecture notes, assignments, projects, visuals, quizzes, assessments, PowerPoints, etc.	Well developed	Adequate	Incomplete
Evidence of effectiveness	Student evaluations, teaching awards, reflections or plans for gathering student feedback	Well developed	Adequate	Incomplete
Professional Development/ Improvement Plan	Indications of or plans for continuing professional development—courses, workshops, professional organizations, reading lists.	Well developed	Adequate	Incomplete
Technology	Portfolio includes an organized list of websites	At least 10 websites. Each site is briefly annotated to explain relevance and value	At least 5. Some sites are briefly annotated to explain relevance and value	Unorganized list of websites