

# Master Checklist – Learning Technologies Post-Summer 2018

Principle's Certificate Requirements  
Minimum of 15 Effective Teaching Credits

## Required Credits (10)

### Praxis Workshops (6)

- Participate in 6 Praxis Workshops

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

### Online Courses (3)

- Teaching Philosophy
- Course Design
- Learning Technologies

### Mentor Meetings (1)

- Complete four meetings with a faculty mentor
  - Getting started
  - Reviewing the Teaching Philosophy Draft
  - Reviewing a **Recorded Teaching Situation**  
(at least 30 minutes in length, must be recorded, mentor attending class does not substitute)
  - Reviewing the Teaching Portfolio

## Elective Credits (5)

- Additional Praxis Workshops (1)

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- Teaching Essentials (2 = 1 credit)

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- Independent Study (1)

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- Institutes (1-2)

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- Observation and Consultation (1)

\_\_\_\_\_ (date)

\_\_\_\_\_ (date)

- SGIF Session and Consultation (1)

\_\_\_\_\_ (date)

\_\_\_\_\_ (date)

- Designated Additions (1)

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- Approved Conferences (1-2)

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- Substitutions (1-2)

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## Teaching Portfolio Contents

Please refer to the **Portfolio Rubric** for complete information about each item.

- Updated Curriculum Vitae
- Faculty Mentor letter of support and Faculty Mentor Feedback form
- Revised Teaching Philosophy Statement
  - Incorporate learning technologies
- Course Syllabus
  - Incorporate learning/course technologies
- Assignment with assessment criteria
- Exam or Additional Assignment with assessment criteria
- Reflection on Teaching Feedback
  - Include mentor feedback from video recording of teaching
- Reflection on Teaching Development
  - Include insights from **CUTS book list reading**
- Student Evaluations, if applicable