COURSE OUTLINE
Malcolm Grothe
June 2, 2011

DEPARTMENT: Professional Technical Education
CURRICULUM: Professional Teacher Education
COURSE TITLE: Professional Portfolio
COURSE NUMBER: PTE 314
TYPE OF COURSE: Hybrid
COURSE LENGTH: Variable
CREDIT HOURS: 1
LECTURE HOURS: 11
LAB HOURS: 0
OTHER HOURS: 0
CLASS SIZE: 30
PREREQUISITES: Student must be enrolled in the BAS Professional Teacher Education program or have instructor approval.

COURSE DESCRIPTION:
This course will require students to document prior work experience by developing an E-portfolio and will culminate in receiving Workforce Experience Practicum credit.

STUDENT LEARNING OUTCOMES ADDRESSED:

1. Communication – Students will demonstrate the ability writing skill through the development of a work experience portfolio.
2. Critical Thinking and Problem-Solving – Students will adapt critical thinking skills and problem solving necessary to document prior learning including theory and practical application.
3. Information Literacy – Students will access and evaluate information from a variety of sources and contexts, and will demonstrate how to access Information Literacy remotely.

PROGRAM OUTCOMES:
1. Develop outcomes, assessments and curricula
2. Develop and review programs
3. Perform administrative functions
4. Create and maintain a professional environment
5. Promote programs and recruit students
6. Learn to adapt new technologies
7. Perform management functions

GENERAL COURSE OBJECTIVES:

The student will:
1. Articulate their educational goals.
2. Identify Program Outcomes attained.
4. Identify and document prior learning experiences.
5. Categorize experiences into college disciplines.
6. Determine if prior learning is of a creditable nature.
7. Compile a portfolio to determine the awarding of credit (Maximum of 25% of the degree sought).
8. Submit portfolio to appropriate campus personnel for evaluation.

TOPICAL OVERVIEW

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<tr>
<th>Topic</th>
<th>Approx Hours</th>
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<tbody>
<tr>
<td>1. Course Overview</td>
<td>1</td>
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<tr>
<td>2. Review Portfolio Development Process</td>
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<td>3. Document Prior Learning Experiences</td>
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<tr>
<td>4. Create Portfolio Outline</td>
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<td>5. Finalize and Review Portfolio</td>
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APPROX. HOURS:

11

Originated by: Malcolm Grothe
5/5/11