

Portfolios & The Power of Documentation

Hollie Ann Jordan

Key Points:

- π Documentation should not be overwhelming
- π Fit your own personal style
- π Be meaningful
- π Showcase the child as an individual
- π And be FUN!

Types of Documentation:

- π Photos
- π Writing Samples
- π Self-Portraits
- π Developmental Checklists
- π Anecdotal Records
- π Video/Tape Recordings

Record the Facts:

- π What the child did
- π What the child said
- π What you saw
- π What you heard

Observation:

- π Plan ahead
- π Be ready
- π Have materials easily assessable
- π Sticky-notes
- π Camera
- π Tape/Video Recorder
- π Notebook
- π Fit you personal style

Words & Phrases To Use When Recording Children At Work

- π He often chooses....
- π I saw him....
- π I heard her say.....
- π He spends five minutes doing....
- π She said.....
- π Almost everyday he.....
- π Once or twice a month, she....
- π Each time, he.....
- π She consistently....
- π We observed a pattern of....

Helpful Resource Books

Montana Early Learning Guidelines

Focused Portfolios: A Complete Assessment for the Young Child – Gaye Gronlund and Bev Engel

Six Simple Ways To Assess Young Children – Sue Y. Gober

The Portfolio And Its Use: A Road Map for Assessment – Sharon MacDonald

How To Assess Authentic Learning – Kay Burke