

Northumberland County Public Schools

Technology Standards for Instructional Personnel Portfolio

All standards must be met for recertification. Teachers new to NCPS who have not already completed TSIPS requirements in another division or through the teaching prep program will need to meet the requirements during their first year of employment.

- Standard 1:** Operate a computer system and utilize software.
- Standard 2:** Apply knowledge of terms associated with educational computing and technology.
- Standard 3:** Apply productivity tools for professional use.
- Standard 4:** Use electronic technologies to access and exchange information.
- Standard 5:** Identify, locate, evaluate, and use appropriate instructional technology-based resources (hardware and software) to support SOLs and other instructional objectives.
- Standard 6:** Use educational technologies for data collection, information management, problem solving, decision making, communications, and presentations within the curriculum.
- Standard 7:** Plan and implement lessons and strategies that integrate technology to meet the diverse needs of learners in a variety of educational settings.
- Standard 8:** Demonstrate knowledge of ethical and legal issues relating to the use of technology.

Submit completed, signed portfolio as directed by your school administrator. Please submit COPIES of any items you wish to retain.

I certify that I have completed the enclosed activities independently.

Signature

Date of Submission

*****Office Use Only*****

Further work needed (Details of deficiency (ies)): _____

Portfolio Reviewed by: _____ Date: _____

Accepted

Portfolio Reviewed by: _____ Date: _____

Samples of Artifacts for the Technology Portfolio

Standard 1: Operate a computer system and utilize software.

- Demonstrate to a technology specialist that you can connect and setup a computer system
_____Signature _____Date
- Print out at least two original documents created with different software.
- A list of 3 trouble-shooting operations you have accomplished and their dates
_____, _____, _____
- Print out information that you obtained electronically from a website

Standard 2: Apply knowledge of terms associated with educational computing and technology.

- Activity or lesson you have developed to teach appropriate technology vocabulary to your students.
- Print out or submit a multi-media presentation you have developed to teach appropriate technology vocabulary to your students.

Standard 3: Apply productivity tools for professional use.

- Two professional word processing documents, at least one of which contains a graphic relating to the subject or test. Detail should be given to proper use of grammar, punctuation, and style.
- A computer-generated grade report on a student or class group.
- A computer-generated test or activity for a class you teach
- A print-out of an email correspondence with a colleague
- A print-out of web-based information you retrieved for professional use
- Evidence you have used technology to produce a learning activity
- A student activity for a class you teach that integrates technology
- A print-out of a digital camera image that you took for a professional activity.

Standard 4: Use electronic technologies to access and exchange information.

- A lesson plan that incorporates students' active use of the World Wide Web
- A print-out of web-based information you retrieved for instructional use
- A print-out of an email correspondence between you and adult "expert" in your field of study
- A print-out of electronically generated list of resources available at your school or public library
- A lesson plan or activity that involved worldbookonline.com

Standard 5: Identify, locate, evaluate, and use appropriate instructional technology-based resources (hardware and software) to support SOLs and other instructional objectives.

- A print-out of digital camera image that you produced or a curriculum-related activity.
- A document that contains a scanned image that you produced for a curriculum-related activity
- Lesson plan that incorporates the use of an interactive website
- Reviews of three websites that relate to your content area.
- A printout of your Portaportal site

Standard 6: Use educational technologies for data collection, information management, problem solving, decision making, communications, and presentations within the curriculum.

- A copy of student-generated document from a class assignment.
- A copy of a student-generated spreadsheet or database from a class assignment.
- A copy of a student-generated desktop publication from an assignment or an extracurricular activity.
- A print-out or a copy of a multi-media presentation generated by your for instructional purposes
- The url and printout of your class webpage
- Presentation in a professional or instructional setting made with a projector, SMARTboard, or digital presenter—not an overhead projector

Standard 7: Plan and implement lessons and strategies that integrate technology to meet the diverse needs of learners in a variety of educational settings.

- The signature of your principal or designee indicating that they observed a lesson that successfully included student or instructional use of technology
 _____Signature _____Date
- A lesson plan that utilizes the computer in your classroom
- A lesson plan that utilizes the computer lab or the COW with your students

Standard 8: Demonstrate knowledge of ethical and legal issues relating to the use of technology.

- Employee has completed all modules of the iSAFE curriculum and has printed out their certification