



3.4.1.1 Teaching portfolio expectations

While different institutions will have diverse requirements, here is a list of common elements to include in a teaching portfolio:

- Teaching development activities: evidence of efforts to improve, e.g., discussions with colleagues, workshops, reading, analyzing student feedback
- Teaching responsibilities: description and supporting documents, e.g., course outlines, presentations, student assignments, websites
- Evidence of teaching effectiveness: evidence of teaching impact and your interpretations, e.g., student feedback and learning achievements, colleague feedback
- Supervisory and curriculum responsibilities
- Philosophy/statement: a clear report of your teaching beliefs and values

Possible template

It is never too soon to start developing a portfolio including creating a good system for storing relevant documents such as student evaluations, course materials, and examples of student work (after getting permission). Here are some [templates](#) to get you started.

International examples of teaching portfolio expectations

Many universities provide templates to make it simpler to address their expectations. Here are three examples from different continents.

- University of Washington:
<https://www.washington.edu/teaching/files/2012/12/TeachingPortfolio.pdf>
- University of Western Australia:
https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=10&ved=0ahUKEwiwivBnKnKAhVLGB4KHYnnCbEQFghMMAk&url=http%3A%2F%2Fuwa.edu.au%2F_data%2Fassets%2Fpdf_file%2F0007%2F1281787%2FTeaching_Portfolio_-_Instructions_and_Template.pdf&usg=AFQjCNHM_sDq5Ehj_xnoP8Uoul7xXc9EHg
- University of Limerick:
<http://www3.ul.ie/ctl/sites/default/files/Preparing%20your%20Teaching%20Portfolio%202012.pdf>

NB You may also find it helpful to consider the portfolio requirements for professional accreditation or national teaching awards, e.g., [HEA Fellowship](#) in the UK, [HERDSA Fellowship](#) in Australasia.



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