MSEd in Instructional Technology Comprehensive Exam

Guidelines for the Comprehensive Exam Portfolio

A portfolio is a collection of work used to illustrate competency or mastery in some defined area of knowledge and/or set of skills. It also provides a means for reflection on personal and professional development. Finally, it offers the opportunity for peer, self, and expert assessment.

Required Submissions

1. A Current Resume

2. A Personal Statement including a reflection on your development as an instructional technology professional through this MSEd program and how the articles you've selected to submit demonstrate your knowledge and skills in the following Areas of Mastery.

3. A Goals Statement for continued professional development.

4. An outline of your Program of Study (with grades).

5. A Compilation of Artifacts submitted to illustrate your growth and level of competency in each of the following Areas of Mastery.

6. Artifact Introductions - For each artifact submitted to address an Area of Mastery, provide a one-page Introduction including a Description of the artifact and your Rationale for including the item in the portfolio. This one page introduction should include the following.

   - Title of artifact/item
   - Area of Mastery addressed
   - Description of artifact including
     - the nature of the artifact (literature, design document, video, software evaluation, etc.)
     - the context in which the artifact was produced
     - a summary of the major activities involved, findings, and/or conclusions reached.
   - Your rationale for including the artifact and how the specific criteria are addressed.
   - Your rationale for how your learning and your students’/clients’ learning was affected.
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<th>Areas of Mastery</th>
<th>Criteria</th>
<th>Examples of Artifacts</th>
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<td><strong>Professional Development</strong></td>
<td>- Demonstrates readiness to participate in the IT field as a professional&lt;br&gt;- Provides evidence of professional practice</td>
<td>Internship/Practicum Doc.&lt;br&gt;Newsletter/Journal Article&lt;br&gt;Professional Association(s)&lt;br&gt;Presentation/workshops&lt;br&gt;Collaborative Activities</td>
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<td><strong>Analytical and Integrative Thinking</strong></td>
<td>- Demonstrates your ability to plan, execute, and communicate an investigation.&lt;br&gt;- Describes how this artifact affected your learning.&lt;br&gt;- Describes how this artifact affected your students’/client’s learning environment.</td>
<td>Literature Review/Synthesis&lt;br&gt;Research Plans/Projects&lt;br&gt;Web Page Evaluations&lt;br&gt;ETR 531</td>
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<td><strong>Instructional Design</strong></td>
<td>- Applies a coherent design model&lt;br&gt;- Analyzes problem/situation&lt;br&gt;- Recommends reasonable strategies&lt;br&gt;- Describes how this artifact affected your learning.&lt;br&gt;- Describes how this artifact affected your students’/client’s learning environment.</td>
<td>Design Plan/Document&lt;br&gt;Lesson Plan&lt;br&gt;Performance Strategy&lt;br&gt;ETT 570&lt;br&gt;ETT 571</td>
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<td><strong>Media/ Technology Development</strong></td>
<td>- Selects appropriate media to support learning objectives&lt;br&gt;- Employs sound instructional strategies&lt;br&gt;- Media matches delivery environment&lt;br&gt;- Describes how this artifact affected your learning.&lt;br&gt;- Describes how this artifact affected your students’/clients’ learning environment.</td>
<td>Samples of Media/Tools to Support Learning (Video, audio, CBT, Internet, print, etc.)&lt;br&gt;Pathfinder</td>
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<td><strong>Management and Implementation</strong></td>
<td>- Demonstrates ability to manage resources, projects, or individuals.&lt;br&gt;- Describes how this artifact affected your learning.&lt;br&gt;- Describes how this artifact affected your students’/clients’ learning environment.</td>
<td>Project Management Plan&lt;br&gt;Technology Plan&lt;br&gt;Classroom Management</td>
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<td><strong>Evaluation</strong></td>
<td>- Demonstrates the use of appropriate assessment/evaluation techniques&lt;br&gt;- Describes how this artifact affected your learning.&lt;br&gt;- Describes how this artifact affected your students’/clients’ learning environment.</td>
<td>Evaluation Plan/Report&lt;br&gt;Media Selection/Evaluation&lt;br&gt;Program Evaluation</td>
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### LIS MSEd (ALA-AASL)

**Areas of Mastery** | **Criteria** | **Required Artifacts**
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**Professional Development** | - Demonstrates readiness to participate in the IT field as a professional  
- Provides evidence of professional practice | Internship/Practicum Doc. (e.g., Final Report/Reflection)  
Collaborative Activities (e.g., the Information Literacy/Content Curriculum Collaborative Assessment)  

**Analytical and Integrative Thinking** | - Demonstrates your ability to plan, execute, and communicate an investigation.  
- Describes how this artifact affected your learning.  
- Describes how this artifact affected your students’/client’s learning environment. | Research Plans/Projects (e.g., Case Study Analysis ETT 533)  
Library Activities (e.g., Reference Interviews/Subject Guides ETT 508; Collection Mapping ETT 523, 527, 507; Copyright ETT 542; Young Adult Media ETT 523, and other LIS research papers)  
Reference Collection Analysis Project ETT 520  
ETT 590  

**Instructional Design** | - Applies a coherent design model  
- Analyzes problem/situation  
- Recommends reasonable strategies  
- Describes how this artifact affected your learning.  
- Describes how this artifact affected your students’/client’s learning environment. | Design Plan/Document  
Curriculum integration activities (ETT 533, 523)  
Book-talk (ETT 527) or Media-talk (ETT 523)/Storytelling plans  
Teaching ethics assignment (ETT 542)  
Analytical evaluation (ETT 520)  

**Media/ Technology Development** | - Selects appropriate media to support learning objectives  
- Employs sound instructional strategies  
- Media matches delivery environment  
- Describes how this artifact affected your learning.  
- Describes how this artifact affected your students’/clients’ learning environment. | Samples of Media/Tools to Support Learning (Video, audio, CBT, Internet, print, etc.)  
Pathfinder  

**Management and Implementation** | - Demonstrates ability to manage resources, projects, or individuals.  
- Describes how this artifact affected your learning.  
- Describes how this artifact affected your students’/clients’ learning environment. | Collection Development Plan (ETT 507)  
Organizational Plan (ETT 533)  
Cataloging Manual (ETT 504)  
Library Policies and Procedures Manual (ETT 504)  
Selection and Evaluation
| Evaluation | - Demonstrates the use of appropriate assessment/evaluation techniques  
  - Describes how this artifact affected your learning.  
  - Describes how this artifact affected your students’/clients’ learning environment. | Evaluation Plan/Report (e.g., Case Study Analysis ETT 533)  
  Media Selection/Evaluation/Purchasing Assignments (e.g., purchasing of children’s materials for diverse groups ETT 527) |