ETRA MSEd in Instructional Technology
Comprehensive Exam Portfolio Artifact Outline

Instructions:
Please list each area of mastery twice. This is because you will provide at least two artifacts for each area of mastery. Then list the item/artifact you will be providing to demonstrate your mastery of that area. Provide a brief description of the artifact and then provide what criteria (listed under each area of mastery; see below) that artifact allowed you to address and why you are including that artifact in that area of mastery. See page 2 for an example.

Questions to ask yourself regarding your compilation of artifacts
➢ Is there sufficient evidence for each of the Areas of Mastery?
➢ Are all of the criteria in each Area of Mastery addressed?

Create a Portfolio Artifact Outline including the following information:

<table>
<thead>
<tr>
<th>Item</th>
<th>Area of Mastery</th>
<th>Brief Description</th>
<th>Criteria addressed / Why included?</th>
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</thead>
<tbody>
<tr>
<td>Professional Development</td>
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### Example:

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<tr>
<td>ETT 510 Literature Review</td>
<td>Analytical and Integrative Thinking</td>
<td>A literature review that provides an overview of current uses of presentation software in elementary classrooms.</td>
<td>This paper is an example of my abilities to investigate a topic, review the literature, and communicate in writing a synthesis of my findings. Both scholarly print and online journals were searched as the basis for this literature review.</td>
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</table>

### Areas of Mastery and Criteria:

<table>
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<tr>
<th>Areas of Mastery</th>
<th>Criteria</th>
<th>Examples of Artifacts</th>
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</table>
| 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)  
• Newsletter/Journal Article  
• Professional Association(s)  
• Presentations/workshops  
• Collaborative Activities (e.g., Information Literacy/Content Curriculum Collaborative Assessment, other class work)  
• LearnIT reflection |
| 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. | • Literature Review/Synthesis (e.g., ETR 520)  
• Research Plans/Projects (e.g., ETR 520)  
• Web Page Evaluations  
• ETR 531 Assignment  
• 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  
• Analysis Phase of a Project (e.g., ETT 560)  
• Final Research Paper (depending on topic selected, ETT 552 paper)  
• Case study responses (ETT 553) |
| 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 (e.g., ETT 510, ETT 511, ETT 560)  
• Lesson Plan  
• Performance Strategy  
• Curriculum integration activities  
• Book-talk (ETT 527) or Media-talk (ETT 523)/Storytelling plans  
• Teaching ethics assignment (ETT 542) |
| Media/ Technology Development | Samples of Media/Tools to Support Learning  
|                              | • Video  
|                              | • Audio  
|                              | • CBT  
|                              | • Internet  
|                              | • Print  
|                              | • Website  
|                              | • Webquest  
|                              | • Artifacts from ETT 530, ETT 536, ETT 538, ETT 555  
| Management and Implementation | Project Management plan (e.g., ETT 570, ETT 573)  
|                              | • Technology plan  
|                              | • Classroom Management plan  
|                              | • Collection development plan  
|                              | • Organizational plan  
|                              | • Library Policies and Procedures Manual (ETT 504)  
|                              | • Selection and Evaluation  
|                              | • Implementation Phase of ETT 560 project  
| Evaluation                   | Evaluation Plan/Report (e.g., ETT 510, ETT 560)  
|                              | • Media Selection/Evaluation  
|                              | • Program Evaluation  
|                              | • Visual design principles evaluation  
|                              | • Case Study Analysis (ETT 533)  
|                              | • Media Selection/Evaluation/Purchasing Assignments (e.g., purchasing of children’s materials for diverse groups ETT 527)  
|                              | • Research Paper (depending on topic selected, ETT 552)  

- 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.

- 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.

- Demonstrates the use of appropriate evaluation techniques  
- Describes how this artifact affected your learning.  
- Describes how this artifact affected your students'/clients’ learning environment.