



GUIDE FOR WRITING REFLECTIONS

Introduction

As professional educators it is important for us to develop 'reflection' as a habit of mind and make it a part of our daily routine. We need to be able to sit back and think about the highlights of our experiences that created challenges, dilemmas, uncertainties, new ways of thinking, etc. that impacted us personally and contributed to building our professional knowledge. One way to do this is to maintain a reflective journal.

As you work on these reflective pieces, think about everything teachers say and do both inside and outside the classroom. Relate all of these experiences to the Teaching/Learning Framework. Determine which experiences had personal significance and explain how these experiences influenced the construction of new knowledge and skills. As an intern you will have opportunities to engage in supplemental projects, activities, and experiences that can enrich and extend the supervised teaching practicum. You need to engage in some of these opportunities and include them in your reflections.

The supplemental experiences you share may include, but are not limited to the following: observations of the mentor teacher or many of the other teachers in the school building; contacts with students, parents and families outside the classroom environment; professional contributions such as conference or workshop presentations or mentoring or tutoring students; school district contributions such as attending parent/teacher conferences, open houses, get acquainted nights, publishing a classroom newsletter; attending school board meetings and/or professional development activities such as a conference, workshop or course to improve knowledge and skills.

Guidelines

The guidelines will help you focus your attention on particular aspects of your daily/weekly experiences. As you write, keep this in mind:

- your audience is your supervisor
- reflection is NOT ONLY summarizing.
- content is based on your perceptions and how you relate your ideas to your experiences.
- there should be depth, connections, evidence of understanding, and broad integration of ideas.
- length is dependent on the depth of your reflection. Your reflection illustrates the depth of your learning and needs to be thorough enough for you and your supervisor to draw an accurate picture.

Recommendations

You will need to keep copies of these reflections in your Practicum Notebook (word processed) and in your electronic portfolio. This document can be accessed electronically in TaskStream in the Cybrary section.

Give each experience a distinct title or name so that you will be able to retrieve it easily. Be sure to save some evidence of your participation in these experiences and their relationship to the Teaching/Learning Framework (TLF) domains. Such evidence may include, but is not limited to, a photograph, an agenda, minutes of the meeting, personal written reflection and/or written documentation by the cooperating teacher, students, parents, administrators or others.