

**TEACHING PORTFOLIO**

Date 13.3.2018

A teaching portfolio is a document supplementing the online application and CV. In the portfolio, you present your teaching and pedagogical ideology, as well as development as a teacher, **from the perspective of the position for which you are applying**. In practice, the portfolio is a **document of two to three pages**, structured according to the guidelines below. If needed, you can supplement the text with a maximum of three samples, specifying the reasons for choosing them. The maximum size of the teaching portfolio is 100 Mb.

	Relevant merits	Documentation in the portfolio
Pedagogical thinking and training	<ul style="list-style-type: none"> • your own teaching philosophy • pedagogical studies 	<ul style="list-style-type: none"> • a description of your own teaching philosophy • done pedagogical studies
Teaching and supervision experience	<ul style="list-style-type: none"> • practical experience in teaching • teaching positions • practical experience in supervision 	<ul style="list-style-type: none"> • an account of teaching and supervision experience to complement the application • a description of how you have utilised the feedback received on teaching
Contribution to teaching	<ul style="list-style-type: none"> • development of teaching • participation in planning and evaluation of teaching • development projects related to your own teaching; research on teaching • experience of teaching-related administrative tasks 	<ul style="list-style-type: none"> • a description of pedagogical development work
Teaching competence	<ul style="list-style-type: none"> • trial lectures 	<ul style="list-style-type: none"> • the date of the latest trial lecture (mm/yyyy) • the place of the lecture • the purpose of the lecture • the grade
Production of learning materials	<ul style="list-style-type: none"> • designing and preparing significant materials 	<ul style="list-style-type: none"> • characterisation of your own learning material production
Other merits in teaching	<ul style="list-style-type: none"> • recognitions and awards • national and international teaching-related networks 	<ul style="list-style-type: none"> • significant awards • a description of the networks that are most significant for this position