

REVIEW 9-13



Assess Progress and Build Your Transition Portfolio

TRANSITION OBJECTIVE

Students will evaluate their progress by completing an **Assessment Sheet** and adding information to their **Transition Portfolio**.

RELEVANCE TO SUCCESSFUL TRANSITION

Evaluation is one of the most important components of the growth process. Self-evaluation is a powerful tool commonly used by highly successful people. Add peer evaluation to this process and growth will compound. The evaluation process here begins with self-evaluation, combines with peer evaluation and ends with a statement of the next step toward a specific growth area.

INSTRUCTIONAL SEQUENCE

❑ STEP 1: Update Journal

The impact the last few lessons has had on me is . . .

❑ STEP 2: Convene Roundtable

"Evaluating my progress is important because _____."

❑ STEP 3: Advance Organizer

"Today you will evaluate your progress in this class."

❑ STEP 4: Activity - 15 Minutes

Please note: **The Assessment & Portfolio Guide** is part of a transition assessment process. In this process, students complete projects to use their new skills and knowledge, then collect samples of their work in a hard copy or electronic portfolio. This assessment guide also may be used as a formal test or a review of lesson concepts. If needed, make up additional test questions and activities.

Students go over the questions and statements on the handout **Assessment & Portfolio Guide**. For five minutes, have students briefly review the lessons with a partner, then share lesson highlights with the class.

❑ STEP 5: Activity - 10 Minutes

Students complete the handout **Assessment & Portfolio Guide**, by answering the questions or completing the statement directions. Provide assistance for students who need help with reading or writing. For poor writers, provide a tape recorder, someone to take dictation or a voice-activated device.

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PERSONAL MANAGEMENT: Unit 1

REVIEW OF LESSONS 9-13

Assessment & Portfolio Guide

Lesson 9: Write a Self-Esteem Growth Goal

Add Growth Goal contract and process chart to your portfolio

Lesson 10: Identify Characteristics that Describe You

From your Identity Checklist, what traits are you most proud of?

Lesson 11: Describe Your Personal Characteristics

Place your completed Personal Ad in your portfolio.

Of all the Personal Ads in the class, which one was the best? Why?

Lesson 12: Complete an Outline of Your Successes

What are your most important successes?

What successes are you planning for the future?

Lesson 13: Develop a Resume Describing Personal Successes

Complete your Success Resume and add it to your portfolio.

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THE TRANSITIONS CURRICULUM

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□ STEP 6: Activity - 20 Minutes

Have students share their answers with a partner. Each partner then chooses one thing the other has learned and shares this with the class. For example: Susanna and Jose have shared their answers. Jose chooses to share what Susanna has learned about resumes. Jose would say, "The most important thing Susanna learned is that resumes can help us look at our successes." Have all students take a turn sharing one thing their partner has learned. Remind students to add the **Assessment & Portfolio Guide** to their **Transition Portfolio**.

□ STEP 7: Evaluate Outcomes

One way I feel I have grown from these lessons is "_____".

□ STEP 8: Connecting Activity

Students share their most important growth area with a friend or family member.

□ STEP 9: Key Words

See "Key Words" section on page xx for the "Six Step Process to Better Vocabulary Instruction."

□ STEP 10: Transition Portfolio & Summary of Performance

For students with an IEP, a Summary of Performance (SOP) is required at graduation or when they leave school. The SOP is a process for collecting information about the student's academic and functional performance levels. Information in the SOP is needed for establishing eligibility and recommendations for reasonable accommodations in postsecondary settings.

As they complete lessons in *The Transitions Curriculum*, students will develop their **Transition Portfolio**. This portfolio is an important part of the process for gathering the information and materials needed to complete the SOP form, which can be found at your State Department of Education website. For additional information about the SOP, including the National Transition Documentation Summit SOP Template, go to www.dcdt.org.

KEY WORDS

confidential	growth	goals	contract	characteristics
personal	identity	decision	ability	appearance
interest	personal	talent	category	personality
behavior	unique	outline	history	attributes
success	guide	hobbies	accomplishment	experience
interview	organize	summary	information	resume
		social networks		

MATERIALS AND PREPARATION

- Student Handout: **Assessment & Portfolio Guide**, page 41.
- Make a screen image of the handout **Assessment & Portfolio Guide**.
- Prepare to share suggestions with the students.
- Prepare your own areas of growth to share with the class.

SCANS FOUNDATION SKILLS

- Basic Academic Skills: Reading, Listening, Speaking
- Thinking Skills: Creative Thinking, Decision-Making, Reasoning
- Personal Qualities: Responsibility, Self-Esteem, Sociability, Self-Management, Integrity/Honesty