

Winthrop University
College of Visual and Performing Arts
Department of Theatre and Dance
SAMPLE ASSIGNMENT

THED 212: Creative Drama

Theatre Education Portfolio: 1st/2nd Year

(100 points)

In a new and clean 3 ring binder with your name clearly printed (typed and then attached) on both the front and the side binders, placed neatly in plastic sheet protectors with tabs that are marked either by name, letter or number corresponding to your table of contents, you are to include the following:

1. **Cover Letter** – this should serve as an introduction and explanation of the contents of the portfolio.
2. **Table of Contents** – list all the parts in the portfolio by number and then each section should have a numbered tab for easy referencing.
3. **Résumé** – include name, hair color, eye color, - the basics of an acting résumé plus credits - acting, directing, tech theatre work and training - include special skills and special honors and awards.
4. **Teaching Résumé (Curriculum Vitae)** - this résumé has a different set up (and purpose) and should show your employment in the field of theatre education and related experiences with a timeline of the work and brief descriptions of the activities performed listed under each job. It will also include information from your acting résumé as well.
5. **Letters of Recommendation** – three (3) are required (but you should have several) – one (1) from a Professor in Education, one (1) from a Professor in Theatre, plus one (1) additional letter from someone of your choice (it could be another professor or someone you worked for in the field.)
6. **Sample Written Work** – a strong essay that has been graded by a professor that shows you excellent writing skills (could be a research paper or some essay that connects to your field or area of expertise).
7. **Sample Lesson Plans** – (minimum of 2-3 different lesson plans) – these should include sample assessment materials and all portions of the lesson should be included.

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8. **Something Unique** - any other section that might seem important or relevant.
9. **Sample Production Work** – examples of your production work here, in high school or summer stock – prompt book, pictures, renderings, programs, etc.

(The following is to be added later – not due this time)

10. Teaching Philosophy
11. Classroom Contract
12. Sample Assessments
13. Sample Course Syllabi
14. Sample Student Work
15. Evaluations – formal and informal
16. Letters from Parents/Students