

# MY LEARNING PORTFOLIO

My first name:	My family name:	My class:
My email address:	My blog or home page address:	

- This portfolio will help you **improve your English** this year.
- The portfolio will hold records of **your work** and your **progress**. Bring it with you and complete it whenever you have to work on a task **independently**.
- The portfolio will help you in determining your **strong points** and your **weak points**.
  - You will need to complete the portfolio *over a longer period of time*;
  - You will get to know your *strong/weak points* gradually;
  - You will draw up an *action plan* in order to work on your English;
  - You will gather *evidence* or *proof* that you realized your action plan.
- At all times, ask advice from your teacher or fellow-classmate(s), negotiate the meaning and use of words, help each other by close **co-operation**.

## Evaluation of my portfolio

GRADES WILL BE GIVEN BY THE TEACHER. THESE ARE HIS/HER CRITERIA:

<b>10</b>	The portfolio is well documented, exhaustive and authentic. Its structure is sound and efficient. The data are logical and detailed. The information is accurate, well written and the result of an efficient learning process.
<b>8</b>	Reasonably well documented and fairly exact portfolio. The structure is mostly complete, orderly and methodical. A fine portfolio as the product of concentrated effort.
<b>6</b>	Certain parts are inaccurate and short. The data are not always systematic and orderly. Incomplete and not very well structured. The quality of this portfolio is moderate as the result of passable effort.
<b>4</b>	Unorganised, too short, sketchy and fragmentary portfolio of poor quality. The language is inaccurate. The reflection process was inadequate and this portfolio is the product of insufficient effort.
<b>2</b>	The portfolio is incomplete, full of mistakes, defective and uncritical with unverified data. A lot has simply been copied and the product shows no effort at all.
<b>0</b>	No portfolio was handed in.

Marks: /10

## My English language

TICK OFF.

*I learn English because of these reasons:*

- I am good at languages
- I want to travel
- I will need it in my future job
- I will need it in my future studies
- I want to understand song texts
- English is a world language
- I want to use it on the Internet
- I have to
- I like it
- ...

*This is how I learned my English:*

- at school
- by watching TV programmes
- by writing and reading emails
- on holidays
- by listening to songs
- by reading books in English
- by chatting on the Internet
- ...
- ...
- ...

*This coming year I would like to...*

- study more grammar.

Topics: .....

- study more vocabulary.

Topics: .....

- talk with people in English
- read an English paper/magazine
- listen to English radio/watch TV/movies
- write messages or mail in English
- chat
- build a website/blog
- .....

## My strong and weak points

TICK OFF.

	I am good at	I need to work on
reading		
writing		
listening		
speaking		
grammar		
vocabulary		

TEST YOURSELF ON <http://www.dialang.org/english/index.htm> AND FILL IN YOUR LEVEL. COMPARE WITH THE LEVEL OF THE OTHER STUDENTS IN YOUR CLASS.



## Working on my grammar and spelling

NOTE DOWN ALL THE SPELLING AND GRAMMAR PROBLEMS YOU HAVE HAD WHILE WORKING INDEPENDENTLY. YOUR TEACHER AND FELLOW-STUDENTS WILL HELP YOU COMPLETE THE LIST.

These are the grammar/spelling topics that I have problems with:	
GRAMMAR	SPELLING
Why (in my opinion) do I keep making mistakes with these topics? Is it because	
<ul style="list-style-type: none"><li><input type="radio"/> I haven't understood?</li><li><input type="radio"/> I did not study it?</li><li><input type="radio"/> there was a lack of concentration?</li><li><input type="radio"/> I did not have satisfactory notes?</li><li><input type="radio"/> my notes are not organized?</li><li><input type="radio"/> I did not have enough practice?</li><li><input type="radio"/> I do not see why I should study this?</li></ul>	
These are the topics I do not understand:	

**Working on my skills**

TICK OFF AND WRITE WHAT YOU THINK IS THE REASON

	September	Christmas	Easter	Why not?	My teacher or fellow-student thinks that .....
<b>Communication skills</b> Do I ... - make myself clear? - convince people? - address people in the right way? - get what I ask? - ...	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
<b>Social skills</b> Do I ... - co-operate efficiently? - listen to people? - help people with their work? - accept help from others? - give correct feedback? - ...	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
<b>Learning skills</b> Do I ... - keep orderly records? - take orderly notes? - organize my work well? - organize group work well? - reflect on what I have done? - not lose too much time? - use a grammar/dictionary?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
<b>Computer skills</b> Do I ... <input type="checkbox"/> use the spellchecker? <input type="checkbox"/> use <i>Word</i> efficiently? <input type="checkbox"/> look up things fast? <input type="checkbox"/> write a text quickly? <input type="checkbox"/> use an online dictionary?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

# Action plan

TICK OFF.

		When?
reading	<input type="checkbox"/> I will read an English book. Title: ..... Author: ..... <input type="checkbox"/> I will read an English paper. Which one? ..... How often? ..... <input type="checkbox"/> I will read an article on the Internet <input type="checkbox"/> ..... <input type="checkbox"/> .....	
writing	<input type="checkbox"/> I will start an email correspondence on the Internet <input type="checkbox"/> I will publish my own weblog or home page in English <input type="checkbox"/> I will write an English diary from ..... (date) until ..... (date) <input type="checkbox"/> I draw up a list of ... (number) words that I find difficult to spell <input type="checkbox"/> I study these spelling rules from a grammar <input type="checkbox"/> ..... <input type="checkbox"/> ..... <input type="checkbox"/> .....	
listening	<input type="checkbox"/> I will listen to .... (number) songs and look up the vocabulary. The songs are: ..... <input type="checkbox"/> I will watch this programme on TV: ..... <input type="checkbox"/> I will watch the BBC news on ..... (date) <input type="checkbox"/> I will have a conversation with an English-speaking foreigner. When and how? ..... <input type="checkbox"/> I will do .... (number) listening tests on these topics ..... <input type="checkbox"/> .....	
speaking	<input type="checkbox"/> I will have a conversation with an English-speaking foreigner. When and how? ..... <input type="checkbox"/> I will speak English while doing autonomous project work. <input type="checkbox"/> I will record my English conversation with ..... (name) on ..... (topic). <input type="checkbox"/> ..... <input type="checkbox"/> ..... <input type="checkbox"/> .....	
grammar	<input type="checkbox"/> I will consult an English grammar. Which one? ..... <input type="checkbox"/> I will study my irregular verbs <input type="checkbox"/> I draw up a table of tenses <input type="checkbox"/> I study these grammar items: ..... <input type="checkbox"/> I do ..... (number) exercises <input type="checkbox"/> I do ..... (number) ICT-exercises <input type="checkbox"/> I consult my teacher on this grammar topic: ..... <input type="checkbox"/> I consult a fellow-classmate on this grammar topic: ..... <input type="checkbox"/> I write a text which contains my grammar problem a couple of times <input type="checkbox"/> ..... <input type="checkbox"/> ..... <input type="checkbox"/> .....	
vocabulary	<input type="checkbox"/> I draw up a list of ..... (number) words that are difficult to understand <input type="checkbox"/> I consult a dictionary <input type="checkbox"/> I draw up .... (number) word webs <input type="checkbox"/> I draw up .... (number) word charts <input type="checkbox"/> I draw up .... (number) word builders <input type="checkbox"/> I write a text on this topic: ..... <input type="checkbox"/> .....	

# Evidence

YOUR PORTFOLIO HOLDS A NUMBER OF DOCUMENTS WHICH YOU CAN SHOW TO YOUR TEACHER AS PROOF THAT YOUR ACTION PLAN HAS BEEN REALIZED.

TICK OFF WHAT YOU HAVE.

Reading	<input type="checkbox"/> A book review. Title: ..... Author: ..... <input type="checkbox"/> ... (number) of pages from an English newspaper with my notes on them <input type="checkbox"/> An printout from an article on the Internet with my word list <input type="checkbox"/> ..... <input type="checkbox"/> .....
Writing	<input type="checkbox"/> An printout of my email correspondence on the Internet <input type="checkbox"/> An printout my own blog/home page. Address: ..... <input type="checkbox"/> ..... (number) pages from my diary (dates included) <input type="checkbox"/> A list of ... (number) words that I find difficult to spell <input type="checkbox"/> A copy of a grammar page on spelling rules with my notes on them <input type="checkbox"/> A list of ... (number) synonyms <input type="checkbox"/> A story or a poem that I wrote myself <input type="checkbox"/> A text that I wrote myself with grammar/vocabulary I learned <input type="checkbox"/> ..... <input type="checkbox"/> .....
Listening	<input type="checkbox"/> An printout of the songs I listened to with a word list. Which song(s)? ..... <input type="checkbox"/> A record of a TV-programme: ..... <input type="checkbox"/> A record of the BBC news from ..... (date) <input type="checkbox"/> An printout from a blog or a conversation I had with ..... <input type="checkbox"/> ..... <input type="checkbox"/> .....
Speaking	<input type="checkbox"/> An entry log/recording from an English conversation with someone. When, where and how? ..... <input type="checkbox"/> A recording of a text I read <input type="checkbox"/> A video recording of an interview <input type="checkbox"/> An earwitness's account of the way I communicate in English. Who? ..... <input type="checkbox"/> .....
grammar	<input type="checkbox"/> A copy of a grammar page with my notes and highlights on it <input type="checkbox"/> My draft notes from studying my irregular verbs <input type="checkbox"/> The table of tenses that I drew up <input type="checkbox"/> A structured, handwritten piece of grammar <input type="checkbox"/> An printout of .... (number) completed and correct ICT-exercise(s) <input type="checkbox"/> A copy of ... (number) completed and correct grammar/spelling exercises <input type="checkbox"/> ..... <input type="checkbox"/> ..... <input type="checkbox"/> .....
vocabulary	<input type="checkbox"/> A list of words that are difficult to understand <input type="checkbox"/> A list of synonyms/antonyms <input type="checkbox"/> ... (number) word web(s) <input type="checkbox"/> ... (number) completed word builder(s) <input type="checkbox"/> ... (number) completed word chart(s) <input type="checkbox"/> ... A short text in which I use a number of useful expressions <input type="checkbox"/> <input type="checkbox"/>

# Reflection

MY LANGUAGE ACTIVITIES WERE DONE FROM ..... (DATE) UNTIL ..... (DATE).

## Activities done

Describe your activities fully and the resources used.

+ Which aspects went well?

+ Which aspects were useful?

+ What have I discovered about my learning?

- Which aspects were too difficult?

- Which aspects were a waste of time?

## Next steps

Which areas do I need to develop further and how do I intend to do this?  
What are my next steps and new learning goals?

Completed on ..... Your signature .....