

Appendix B-3. Cadet Portfolio and Interview Guide

The JROTC Program Accreditation Standard 3: Teaching and Assessing of Learning notes that *the institution's curriculum, instructional design, and assessment practices guide ensure teacher effectiveness and student learning*. Cadet portfolios and interviews help provide evidence that teaching and learning is occurring within the program.

The Cadet Portfolio is one of the most authentic forms of assessment within the JROTC Program, and is a requirement outlined in the Cadet Command Regulation 145-2. They are required and maintained by all Cadets enrolled in JROTC. Each Cadet creates a portfolio that contains an organized collection of work based on accomplishments, personality, goals, and aspirations. They show evidence of problem-solving, decision-making, critical thinking and leadership. Portfolios should provide insight and information on the Cadet's personal achievements and growth over time and serve as a guide for the Cadet interview during a JROTC Program Accreditation review. Instructors should provide a copy of **Checklist C: Cadet Portfolio Checklist** to Cadets prior to the JPA visit. The checklist provides a list of criteria that they will be evaluated on.

Scoring: To observe a good sampling of Cadet portfolios, it's recommended to randomly select 10 portfolios from the unit. A recommended sequence is to observe three LET 1, three LET 2, two LET 3, and two LET 4 portfolios. Consider the guiding questions below to keep the dialogue focused on *what* the Cadet has learned and *how* they applied it.

Each portfolio accounts for 20 points. Average the scores and provide one score on the JPA School Visit Point Summary Scoring Worksheet. Make as many copies of the Cadet Portfolio and Interview Guide as needed to appropriately score each portfolio you review.

The criteria listed below outlines items that should be found in a JROTC Cadet portfolio. Each criterion is worth two points, unless noted otherwise.

LET 1 and 2 Portfolio and Interview Guide	
Criteria	Points 1 point for item & 1 point for each answer
Personal goals for the school year: <i>Tell me what you learned about your personality that has impacted your personal goals.</i>	
Personal Skills Map results: <i>What have you discovered about leadership styles, including your own?</i>	
Winning Colors Communication Discovery Form (hard copy): <i>How has Winning Colors helped you and other Cadets work together more effectively?</i>	
Learning style inventory (personal profile): <i>Tell me about your preferred learning style and how you use it to learn more effectively.</i>	
Two samples of course work from JROTC or other academic areas (<u>each sample is worth 2 points</u>): <i>Tell me why you chose each of these samples to share in your portfolio.</i>	
Cadet Challenge results: <i>Tell me why you think you got the results you got. What will you do to improve?</i>	
LET 1 Core lesson performance assessment evidence: <i>Why did you choose this lesson assessment to share?</i>	
Written reflection on any of the Core Lessons (Service Learning Reflection is a good example that each Cadet should have): <i>How have you been involved in the current Service Learning Project?</i>	
Verbal explanation/summary of curriculum content learned within the year or year-to-date: <i>How has JROTC helped you become a better student? Team player? Leader?</i>	

Table B-4. Cadet Portfolio Criteria

LET 3 and 4 Portfolio and Interview Guide	
Criteria:	Points 1 Point for item & 1 Point for each answer
Personal goals for the school year(s): <i>How have the leadership principles affected your academic and personal growth?</i>	
Personal financial planning portfolio: <i>How has JROTC helped you establish a personal financial plan? Explain its importance to your future.</i>	
Personal Skills Map profiles (by LET or year): <i>What strategies have you used or developed to resolve conflicts?</i>	
Winning Colors Discover forms –minimum of one annually: <i>What evidence provided in your portfolio supports your ability to make decisions?</i>	
Results of Fitness Summary (JUMS Cadet Record): <i>How has your fitness improvements matched your fitness goals?</i>	
The U3C1L2 Appreciating Diversity reflection assessment tool: <i>How has this lesson and reflection impacted your views on diversity?</i>	
An Essay from any course: <i>Why did you choose to share this essay?</i>	
A resume with references: <i>What would your references say about the items on your resume?</i>	
Awards, certificates of accomplishment, and other achievements: <i>Of which accomplishment are you most proud and why?</i>	
Verbal summary of curriculum content learned within the year or year-to-date: <i>How do your goals from LET 1 differ from your goals today? How has JROTC prepared you for future academic and/or personal goals?</i>	

Table B-4. Cadet Portfolio Criteria, Cont'd

Total Points: _____

Transfer the total points to the JPA School Visit Point Summary Worksheet, Appendix B-10.