

ETEC Self-Assessment

Candidate's Name: Erica Bustos

Directions: Assess degree to which you the candidate demonstrate the following competencies using the following ranking:

- A. Satisfactorily performs competency independently
- B. Performs competency with assistance or supervision
- C. Has studied and understands competency but needs to practice it
- D. Needs to learn and practice competency.

Example:

Analyze the knowledge, skills, and dispositions needed to effectively administer and implement an educational technology or library program within an organization:

The management class helped me locate local policies, which I use. However, I don't have any for electronic resources so I'd like to find out about that. I use the curriculum handbook to help me, and see what gaps occur when class assignments come in. I haven't had time to look at emerging technology, and my school doesn't have the money for it. I try to involve the school community in collection development, but don't get lots of input; I'd like to know what would be effective.

1. Apply knowledge and skills from coursework to work settings: B

During my field experience, I applied my knowledge of information seeking behaviors to help high school students locate resources for a project and I developed a lesson on genres for a 3rd grade class based on CCSS and library standards. I still need to learn more about the literature for elementary grades and how to teach to the younger students. I also need to practice using other types of technologies in my lessons to make them more interactive for students.

2. Demonstrate knowledge of various and complex processes involved in the successful development, implementation and practice of educational technologies: C

I have studied and understand how to successfully develop and implement a technology plan, develop technology professional developments for teachers, and develop and implement policies for classroom and student use of technologies. However, I need to practice putting those developments into action in an organization.

3. Explain the role of educational technology and media information within a specific organization: A

In my current site, Lynwood High School, the library is a very important resource for the school and many of the students depend on the library being accessible for their various needs. The library oversees textbooks, novels and other texts, media, technology, a media lab, printing and copying services, and administrative functions.

4. Analyze the knowledge, skills, and dispositions needed to effectively administer and implement an educational technology or library program within an organization: A

To effectively administer and implement a library program, I need to be knowledgeable about the library's collection, acceptable use policy, cataloging and classification principles, and the school's curriculum. In my work at Lynwood High School, teacher's request novels or textbooks for use and I need to know what materials we have available and how to acquire them if there is a shortage. I also need to work closely with my administrators on issues of technology, ordering materials, and many more.

5. Collaborate with personnel within an organization: A

In both my field experience and library media assistant job I have been able to work with teachers, administrators, and other staff to help develop lessons, assist teachers and students with research, and help students use our available resources. I have also helped during AP testing by providing students with study materials and helping AP coordinators prepare the exams.

6. Apply ethnographic research techniques to investigate an issue related to the use of educational technology and information: B

I was able to investigate Lynwood High School's library help staff by conducting interviews of co-workers perceptions of important aspects to know to ensure the library runs smoothly. I interviewed student helpers to learn what and how they were taught to help out in the library. I also interviewed one of the library media assistants to learn what she thinks the most important things are for the helpers to know. I also asked all participants their thoughts about the role of the library in their school.

Additional outcomes for Teacher Librarians:

7. Promote reading for learning, personal growth and enjoyment. C

I would like to know how to create a culture more centered on reading for personal growth and enjoyment at my site. Currently, the culture has a strong emphasis on reading for learning and the library serves as a study place before, during, and after school with the inclusion of an afterschool tutoring program. However, there have been very few non-textbook materials circulated. I would like to discuss the issue with administrators and teachers to gather some input on the issue.

8. Organize collections according to standard library cataloging and classification principles. A

In both my field experience and my job as a library media assistant I have shelved books, located books in the Destiny catalog and then on the shelf, and I have also created titles for new purchased books. I have also prepared newly purchased books by placing barcodes, security strips, call numbers, and clear plastic coatings when applicable.