

Evidence Classification and Reflection (ECR) Form Instructions for Use

At the time a selected assignment is submitted, the MS-SLP student will complete the “*Evidence Classification and Reflection Form*” (ECR) and present the form to the appropriate course instructor or clinical supervisor for review and signature. The “*Evidence Classification and Reflection Form*” must be completed via word processing.

The following procedure should be followed:

- The student determines how to use the artifact when organizing the portfolio presentation.
- The student completes the top section of the ECR, which provides identifying information.
- The student marks an “X” or a check to the left of the number of the requisite Florida Educator Accomplished Practice (FEAP), marks an “X” or a check to the left of an equivalent Program Outcome (EPO), and marks an “X” or a check to the left of a Standard for CCC represented by the specific assignment to be used as evidence.
- FEAP(s), Program Outcome, and Standard for CCC information related to each assignment or activity will be identified in the “Portfolio Evidence Table for SLP Course Assignments” matrix, which is included in each graduate level core course syllabus.
- Write the title of the evidence on the line indicated.
- Circle or underline the type of evidence being presented (*ex. Product, Performance, etc.*).
- Write a brief narrative response for each of the five statements listed in the bottom portion of the form. Use complete, grammatically correct sentences.
- In the narrative response to item #3, identify or list each of the competencies related to the specific artifact.
- The instructor or supervisor reviews the ECR Form and, if the information is accurate, then signs the form.

The “*Evidence Classification and Reflection Form*” must be approved and signed by an appropriate faculty member or supervisor. It is recommended that the student obtain the signature soon after the course has been completed in order to avoid problems that may arise if the faculty member or supervisor is not available at a later date.

Sometimes evidence has not been developed for a specific course or clinic (e.g. attending a professional workshop or participation in a professional organization or student group). In these instances, the student is to obtain approval for the activity and obtain the signature of a MS-SLP faculty member, a designated Student Portfolio Evaluator, or the Student Portfolio Manager.