

CPL Portfolio Definitions



Professional Learning Goal

Setting a professional learning goal reflects your commitment to ongoing growth in the profession, and may focus on:

- Your current role
- Learning needs
- Professional curiosities
- Professional interests

Your goal can be:

- Knowledge-based
- Practice-based
- Leadership-focused

Review goal development [here](#).



Professional Learning Activity

Professional learning activities are the planned or unplanned professional development experiences you participate in to help you toward your goal. Your professional learning activities should:

- Contribute to your professional learning goal
- Take place during your membership year

Review professional learning activities [here](#).



Supporting Documentation

Supporting documentation demonstrates that you engaged in professional learning, and may include:

- Identifying information, such as your name, date when the learning activity took place, or when you accessed it
- A description of the professional learning activity
- Documentation, such as notes, reflections, maps, summaries, etc.

Securely keep your supporting documents with your CPL Portfolio for two years.

Review accepted and not accepted forms of documentation [here](#).