

## **ABSTRACT**

Michaela Vlčková's professional portfolio is a thorough and comprehensive document reflecting the author's professional development in the field of education. The portfolio consists of ten chapters, each focusing on a specific aspect of the author's teaching career.

The first key section of the portfolio is an essay entitled 'How children's literature can be used in the nursery to develop children's different skills and abilities'. This essay analyses in detail the methods and techniques by which children's literature can be integrated into everyday activities in the after-school club and how it contributes to the development of pupils' reading, language and social skills.

The second major part is a case study of the Na Beránku Primary School and Kindergarten in Prague 12. This study offers an in-depth insight into the specific pedagogical approaches and methods used in this institution, with an emphasis on the promotion of children's literacy and skill development within the school playgroup. It includes detailed descriptions of the school environment, pedagogical strategies, and outcomes of the programs implemented.

The third part of the portfolio contains a structured biography of the author, detailing her educational background, professional experience and other qualifications. This biography provides the reader with a comprehensive view of Michaela Vlčková's career path and her professional preparedness for the role of educator.

Another part of the portfolio is a synopsis of the book "Teacher burnout, why it occurs and how to defend against it" by Irena Smetackova. This synopsis summarises the key points of the book that are relevant to educators and offers practical advice and strategies for preventing and managing burnout in the teaching profession.

The fifth chapter is a career analysis of the teaching profession. This analysis details the duties, education and training requirements, skills and personal attributes, working conditions and prospects of the teaching profession. It is a comprehensive analysis that can serve as a valuable resource for those interested in this career path.

The sixth part of the portfolio is a written preparation for direct teaching activities, which includes specific lesson plans and materials used by the author in the school nursery. This section illustrates her teaching skills and ability to effectively plan and implement educational activities.

The last section of the portfolio is a reflective reflection on the author's college studies and her final thoughts on professional growth. These reflections provide a personal perspective on the importance and impact of higher education on Michaela Vlčková's professional and personal development.

This portfolio is not only a record of professional growth, but also an inspiration for other educators who wish to reflect on their professional journey and develop their skills.

### **KEYWORDS**

Education, portfolio, professional development, school group