BUILD YOUR BRAND : E-PORTFOLIO

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Goals and Objectives:

The e-portfolio is the central and common point for the student experience. It is a reflection of the student as a person undergoing continuous personal development.

The main goal of a E-Portfolio is to develop students who intentional and integrative learners.

The following issues are addressed in a E- Portfolio :

- Student -created collection of digital items: ideas, evidence, reflections, feedback, which presents a selected audience with evidence of a person's learning and/or ability.

- E-portfolio being used as a portrayal tool in order to create an individual brand of a student

- Digital showcase of students for future employers and also offered space for peer and tutor feedback and reflection opportunities.

Implementing a E-Portfolio focuses on the following key points:

       a. Personal Development Plan
       b. Continous Development Plan
       c. Powerful tool for representation , reflection and revision of a student's journey
       d. Representing the student as a brand in itself.

E-Portfolio Basics:

- **Student Information:** name, contact information, major, graduation date, etc.
- **Curricular standards and/or criteria:** used to align the contents of the portfolio to institutional, departmental or course curriculum (often accomplished by rubrics)
- **Rubrics:** can be used to assess student work. A rubric is a criteria-rating scale, which provides the instructor with a tool to track student performance. They also inform students of the course/departmental/institutional expectations.
- **Guidelines:** used to select appropriate artifacts to keep the collection from growing haphazardly
- **Artifacts:** examples of student work including documents, images, video, audio, etc. (can be chosen by student, instructor or both)
- **Instructor feedback**
- **Self-reflection pieces:** a portfolio without reflections is just a multimedia presentation or an electronic resume

E-Portfolio Menu:
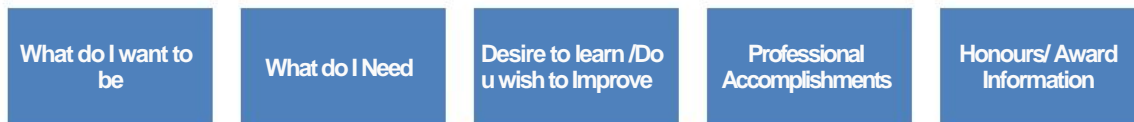The main menu consists of the following portfolios

Academic Portfolio	Developmental Portfolio	Reflective Portfolio	Assessment Portfolio

1] Academic E-Portfolio: The academic portfolio menu is shown below. It spans across the academic journey undertaken by the student

| Personal Details	Qualifcation Details	Areas of interest	Projects/ internship / experience	extracurricular activities

2] Development E- Portfolio:
Demonstrate the advancement and development of student skills over a period of time. Developmental portfolios are considered works-in-progress and include and feedback elements. A record of things that the owner has done over a period of time, and may be directly tied to learner outcomes or rubrics.
The development portfolio menu of Build your Brand consists of the following

What do I want to be	What do I Need	Desire to learn /Do u wish to Improve	Professional Accomplishments	Honours/ Award Information

3] Reflective E- Portfolio:
Its a reflection of personal reflection on the content and what it means for the owner's development. It consists of the following menu:

Reflections- Reflective statements for each year	What am i learning?	Demonstration rubric
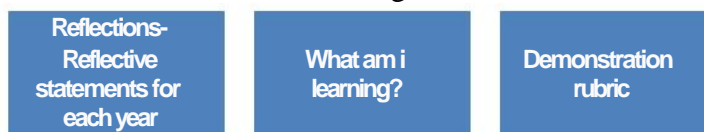
4] Assessment E-Portfolio:
        Assessment E- Portfolios, where the audience is internal to the institution and the goal is to support institutional outcomes assessment.It consists of the following menus.

Report on learning activity	Assessment Rubric

1. Academic Portfolio: Template

STUDENT REGISTRATION FORM

Personal Details:

Name:	Mobile No:
Email:	Gender
Date of birth:	Address:
State:	City:
Year of enrolment: 2014	Discipline:

Educational Qualification:

Qualification	School/institute with location	Board/University	Specialisation	Total marks	Percentage/CGPA	Year of passing
Fifth year						
Fourth year						
Third year						
Second year						
First year						
Diploma						
HSC						
SSC						

Other Details:

Languages known:	Hobbies:

Internship (Optional):

Period:	Company name:
Title:	Area:

Dynamic Resume Building(Optional)

Objective:	Area of specialisation:
Technical skills: Operating systems: Programming languages: Scripting languages: Others:	Other skills: Skill1: Skill2:
Preferred location:	Expected remuneration:
References:	Upload photo:

Account Details:

Username:	Password:
Upload ID proof:	

Enter the captcha code:

6ne3

Add to Portfolio   Discard

2. **Developmental E- Portfolio:**

Template 1:

What Do I Want To be ?

1. Personal Mission statement   [   ]

2. What are the areas I am interested in ?
   Autogenerated from the educational portfolio eg. IT Technology

3. **List of careers under the area displayed :**

   Eg.
   1. *Computer Software Engineers,*
   2. *Computer Systems Analysts,*
   3. *Computer Support Specialists,*
   4. *Network Systems and Data Communications Analysts,*
   5. *Graphic Designers*
   6. *Computer and Information Systems Managers.*

Once a career is selected , a detailed Description appears like below

eg . **Graphic Designer**
A graphic designer is a professional within the graphic design and graphic arts industry who assembles together images, typography, or motion graphics to create a piece of design. A graphic designer creates the graphics primarily for published, printed or electronic media, such as brochures (sometimes) and advertising. They are also sometimes responsible for typesetting, illustration, user interfaces, web design, or take a teaching position. A core responsibility of the designer's job is to present information in a way that is both accessible and memorable.

Template 2:

What Do I Need !

How do I build my brand in the area of my interest:

This section shall display the following contents:

Soft Skills Training	Academic Skills	Technical Skills	Quizzes
• Oral Communication and interpersonal skill • Conflict management • Learn a Language • Body Language • Presentation Skills • TeamWork • Time Managment • Stress /management • Leadership • Writing skills • Change management • lateral thinking	• Description of the area • Degree Required • Additional courses certifications needed • Sample examples	• Computing Skills • Maths solving skills • Design skills • Analytical Skills • Coding Skills	• **Soft Skills Quiz :** • Choose the area you want to test Dynamic menu is generated: • eg ☑ Team Work ☐ Oral Communication ☑ Writing skills ◉ All • **Technical Quiz** • Choose the area you to take the test • eg. ☐ Computing skills ☑ Design Skills

Example Screen shot when component on the menu is selected

3. DESIRE TO LEARN / E-Learning Activities:

a. Development Form for my self: Template 1

What are my development objectives?	Priority I need to	What activities do support/resources do I undertake to achieve my objectives?	What I need to achieve my objectives	Target date for achieving my objectives	Actual date of achieving my objectives

b. Soft Skill Development form : Template 2

Soft Skill List :
Choose the Skill you want to improve on

Creation of a dynamic menu to choose from eg.
- **Oral Communication and interpersonal skill**
- **Conflict management**
- **Learn a Language**
- **Body Language**

Once a skill is chosen set of resources for the skills appear open up

Body Language
- Audio
- video
- Ebooks
- Video case studies
- expert articles

Learn a Language
- Audio •
video
- Ebooks
- Video case studies
- expert articles

Conflict management
- Audio
- video
- Ebooks
- Video case studies
- expert articles

Give a TEST-> Yes /N

If yes it takes the student to the practice test and on completion of the test the following report is generated else home page

Soft Skill Test Report : Template 3

Name of the Soft skill : Body Language

No Of attempts: 2

I st Attempt Result :

40%

II Attempt Result :

60%

Comparative Analysis : 20 % rise in marks . Improvement from previous attempt . Congrats

What did you learn from this Test:(Mandatory)

Need a Mentor For Further guidance: (Optional)
Kindly write your query here , Our mentor will get back to you as soon as possible:

Update Portfolio   Discard

Do u wish to improve further? Y/ N

If yes takes the student to the soft skill development form and the improvement process starts all over again.
Else home page

c. Technical Skill Development form : Template 4

Technical Skill List :
Choose the Skill you want to improve on

Creation of a dynamic menu to choose from eg.
- ☐ **Coding Skills**
  - ○ **Java Programming** ○
  - **PHP Programming**
  - ○ **SQL Queries**
  - ○ **C# Programming**
- ☐ **Computing Skills**
- ☑ **Design skills**

Once a skill is chosen set of resources for the skills appear open up

PHP Programming
- Audio
- video
- Ebooks
- Video case studies
- expert articles

Computing Skills
- Audio
- video
- Ebooks
- Video case studies
- expert articles

Design skills
- Audio
- video
- Ebooks
- Video case studies
- expert articles

If yes it takes the student to the practice test and on completion of the test the following report is generated else home page

Technical test Report: Template 5

Name of the Soft skill : PHP Programming

No Of attempts: 2

I st Attempt Result :

40%

II Attempt Result :

20%

Comparative Analysis :

 20 % decrease in marks .Self Learning to build your brand in this technical skill area can help improve results

Need a Mentor for further guidance : (Optional)
Kindly write your query here , Our mentor will get back to you as soon as possible:

What did you learn from this Test:(Mandatory)

Update Portfolio	Discard

Retake Test :Y/N

If yes takes the student to the soft skill development form and the improvement process starts all over again.
Else home page

4. Professional Abilities:

1. The browse and attach format for all remains shown as below

2. This information filled by the student and evidence/ artifacts are attached .

Certification or Project name	Certification name / Project name :
	Attach and upload
Letters of commendation	Send request to mentor. Mentor fills it up and uploads it
Internship or Project summary report	Attach and upload
List of professional organization involvement	Name of the organization
List of conferences and workshops attended	Name of the organization , date , topic and option to Attach and upload a c certiifcate

5. Honours/ Award Information Template:

Certificates of scholarships	**Scholarship Name :** [ ] Attach and upload
Research grants	**Name of the grant :** [ ] Attach and upload
Nomination to honours/academic organizations	**Nomination name:** [ ] Attach and upload
Newspaper articles about your achievements	Attach and upload

Reflective Portfolio

Reflections: *This table is dynamic as per the no of years completed / pursuing*
Eg. For the first year student only the first row will be displayed

First year reflective statement	Eg. I chose the branch electronics as my specialization because BEE as a subject created an interest in me to learn further about digital circuits
Second year reflective statement	
Third year reflective statement	
Fourth Year relflective statement	
Fifth year reflective statement	

1. What are you learning currently?

2. Demonstration of the activities undertaken:

☐ *This data is filled by the student*

Name of activity/experience	Main participants	Date	Describe what took place	Why was it important? What ?	Challenges you faced ddid it out you ed (if any)	What changes/compromise and respo were have to make as you went along?	What policy or procedure s did (name represent co made due to your input?	Benefits or changes nsibil me s of the eff ort	Were you given more handl at least ities? Why ?	Skills used/develope

Assessment Portfolio

No of actors for assessment : 2   Roles : Assessor & student

1. Report Template Generated derived from all the activites in the development portfolio which
   is displayed to the assessor and student

Activity Done	No of attempts	Result -Percentage	Learning activity Feedback by student
Eg. Soft Skill test In Body Language	Eg. 2	Autogenerated from test report Eg. Improvement in result by 20 %	Autogenerated from the test report

2. Rubric to be filled by assessor

Demonstrates recognition of problem or question	0: Does not meet standard	1: Meets standard	2: Exceeds standard
	Thesis does not identify the nature of problem or related issue(s). Represents the issues inaccurately and inappropriately.	The thesis identifies the main question and subsidiary aspects of the problem or question. Articulates some relationship to the understanding of the scope of the problem or some related issue(s).	The thesis clearly understands the scope of the problem and issue(s) involved. Identifies embedded or implicit issues, addressing their relationship to the understanding of thesis.
	SCORE (enter the score)	**COMMENTS (give comments)**	
Uses reasoning skills to develop and analyze arguments and evidence	0: Does not meet standard	1: Meets standard	2: Exceeds standard
	Does not develop an argument based on available information or evidence. Does not identify the key assumptions and/or evaluate the given information that underlines issue.	Applies relevant thinking skills (eg: comparing, contrasting, classifying, abstracting, analyzing, criticizing) in presenting information with reference to context, assumptions, data the and evidence.	Applies relevant thinking skills in presenting information. Develops solutions by using all available and applicable information. Identifies and clearly discusses implications and consequences.
	SCORE (enter the score)	**COMMENTS (give comments)**	

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SAVE   ADD   DISCARD