

# EPortfolio and Learning Summary

ABM Russel

## EFOLIO FEEDBACK AND SETUP

### DESCRIPTION:

Students will have opportunities to receive feedback from their tutor throughout the semester. In order to receive feedback for each task (so that the students can improve their work before the final portfolio submission), it is advised that students upload each eFolio along with updating individual Learning Summary items by Friday on the week in which the Studio occurred. Failure to have item in the eFolio by specific Studio assessment tasks (week 5, week 8 and week 11) means that the provision of feedback is not guaranteed.

**Assessment value:** These are indicators of performance for improvement through feedback rather graded assessments. However, to attain borderline Pass level in the in-semester hurdle, students must complete minimum eight eFolio tasks along with individual Learning Summary.

**Due dates: Weekly on each Friday for feedback**

Students must produce a range of written documents in a Google Doc format along with link to code repository, and submit them as part of a Google Folder, which we refer to in this unit as 'eFolio'.

### SETTING UP AN EFOLIO:

Log in to [my.monash.edu](https://my.monash.edu) and then look on the right hand side of the screen there is a link to Google Drive. Students must create a new folder named "**FITXXXX eFolio Student Name Student ID**" {XXXX = 4 digits course code} in their Monash Google Drive environment, and they must "share" this folder with their tutor. The items for the eFolio must be in this folder, and as long as you share the folder, all the items in the folder will become visible to your tutor (i.e. you do not have to share every individual item).

All weekly tasks submissions should be in a single Google Doc format {**Studio1Doc, Studio2Doc ... and LearningSummaryDoc**}. In case of group submission, please make sure to include names and student numbers of all the students who contributed to the creation of the item.

For guidance on sharing documents on Google Drive, see the following resources:

Intro to Google Drive:

[https://support.google.com/drive/answer/2424384?hl=en&ref\\_topic=14942&rd=1](https://support.google.com/drive/answer/2424384?hl=en&ref_topic=14942&rd=1)

How to create a folder: <https://support.google.com/drive/answer/2375091?hl=en>

How to share: <https://support.google.com/drive/answer/2494822?hl=en>

### WHAT TO SUBMIT (INDIVIDUAL AND GROUP):

- Upload individual eFolio weekly task document including name, student id, descriptions, screenshots, links to code repository in GDrive/Git/Bitbucket etc., references and URLs.
- Group eFolio weekly task document to be shared among all contributors in specific week. Each contributor must drag the shared file within individual eFolio folders.

My Drive > FIT1234 eFolio ABM Russel 12345678 ▾

























Name ↑	Owner
 LearningSummaryDoc 	me
 Studio1Doc 	me
 Studio2Doc 	me
 Studio3Doc 	me
 Studio4Doc 	me
 Studio5Doc 	me
 Studio6Doc 	me
 Studio7Doc 	me
 Studio8Doc 	me
 Studio9Doc 	me
 Studio10Doc 	me
 Studio11Doc 	me

Figure 1: Sample eFolio

[Template for weekly studio submission]

Studio {Specify Studio #}  
Name and Student Id: {Use multiple names and Ids for group work}

Self-Evaluation {To be highlighted by Student only}:

Need Help	Work in Progress	Pass	Credit	Distinction	High Distinction
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Tutor Evaluation {To be highlighted by Tutor only}:

Incomplete	Needs improvement	Pass	Credit	Distinction	High Distinction
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Task {X.1}:

{Answers}

{Screenshots}

{Link to code repository}

{References}

{URLs}

Task {X.2}:

{Answers}

{Screenshots}

{Link to code repository}

{References}

{URLs}

### [Template for Individual Learning Summary]

{To be updated weekly and the final version to be submitted along with final portfolio in week 12}

## Introduction

This report summarises what I learnt in FITXXXX {include course title}. It includes a self-assessment against the criteria described in the unit outline, a justification of the pieces included, details of the coverage of the unit's learning outcomes, and a reflection on my learning.

## Overview of Pieces Included

This section outlines the pieces that I have included in my portfolio...

[Add a list of all of the **pieces that you are including**. Write a sentence to briefly describe each.]

1. Task 1.1 ASP.NET .....
2. Task 1.2
3. ...

## Coverage of the Learning Outcomes

This section outlines how the pieces I have included demonstrate the depth of my understanding in relation to each of the unit's learning outcomes.

[For each Learning Outcome, describe the work you have included in your portfolio that demonstrates your ability in relation to the required outcomes.]

### LO 1: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- Task 1.1 A screenshot of your computer running the default website. demonstrates...
- ...

### LO 2: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- ...
- ...

### LO 3: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- ...
- ...

### LO 4: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- ...
- ...

### LO 5: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- ...
- ...

### LO 6: {Include LO from unit guide}

The following pieces demonstrate my ability in relation to this LO:

- ...
- ...

## Reflection

Reflect on your learning and discuss these areas. Read the suggestions in [ ] for each question. Write your reflections then delete the text in the [ ] and delete this box

The most important things I learnt:

[ Think about topics covered, but also other general things you may have learnt. Think about what you have learnt in this subject, and reflect on what you think were key learning points, or incidents. Did you learn what you wanted/expected to learn? ]

The things that helped me most were:

[ List and explain ]

I found the following topics particularly challenging:

[ List and explain – if none explain why ]

I found the following topics particularly interesting:

[ List and explain – remove if none ]

I feel I learnt these topics, concepts, and/or tools really well:

[ List and explain – if none explain why, refer to your pieces for evidence to support your claims ]

I still need to work on the following areas:

[ List and explain – if none explain why, refer to your pieces ]

My progress in this unit was ...:

[ Include a screenshot of your **EFOLIO**, and comment on what happened from your perspective. ]

This unit will help me in the future:

[ How will the things you learnt relate to the rest of your studies, and career. What have you learnt that will be valuable for you in the future? ]

If I did this unit again I would do the following things differently:

[ List and explain, how will you approach learning in the future? What things worked well, but what could you change to make sure you did better next time? ]

Other...:

[ Add any other reflections you think help you demonstrate your learning ]

## Declaration

I declare that this learning summary, eFolio tasks and the linked code are my individual work except group submission. I have not copied from any other student's work or from any other source except where due acknowledgment is made explicitly in the text and code, nor has any part of this submission been written for me by another person.

Signature: \_\_\_\_\_