

Learning Bytes: Session 26: Monday 24 September 12, 12:15-13:30

Creating e-Portfolios in UniLearn using Campus Pack Tools

The session was facilitated by:

- Andy Raistrick, Computing and Library Services

Practical application

- Cheryl Reynolds: Senior Lecturer, Post-Compulsory Education and Training, School of Education and Professional Development
- Andy Raistrick, Computing and Library Services

Andy Raistrick – Computing and Library Services

Introduction

The session is aimed at anyone who currently uses paper-based portfolios with their students and would like to switch to an e-portfolio system.

What are the features of an e-portfolio?

- A set of web pages where you can showcase work, these should be easy to set up and enable the embedding of multimedia to allow examples of work to be shown in the most appropriate format and to provide visual appeal.
- A key requirement is the ability to share, both internally with tutors and peers etc., and externally e.g. with potential employers. With the latter group one might want to time limit access. Password protection might be a requirement and varying access levels could also be useful. For example one might want to allow a tutor the ability to comment, or enable group work via peers joint-building or contributing.
- The portfolio needs to be portable, so students can take it with them once they finish their studies here. Ideally it should be a lifelong record/means of showcasing achievements.
- Templates and/or scaffolding should be possible. Specific templates could be provided for specific purposes or guidance notes on how to get the most out of the system.

What can e-portfolios be used for?

e-portfolios can be used for numerous outcomes:

- To develop and present work
- To provide as structure to support the reflective accounting of learning
- For the self-assessment of your learning performance

- As evidence of transferable skills
- As evidence of academic progress
- To showcase work / achievements to a potential employer – aid job applications
- To be used for assessment purposes.

What options are available?

In house, there are Campus Pack Wikis; these are bolt-on software options available to use with UniLearn.

External solutions include [PebblePad](#), this can prove to be quite an expensive option and one consideration to make if choosing this solution is that you may be tying your students' into having to pay for the system once they leave the institution. Another option is [Mahara](#), which is an open source e-portfolio system.

You can produce the same with the Campus Pack Wiki as you can with external e-portfolio tools, including similar site structures and the embedding of images, and video etc.

There are four options for creating e-portfolios, the following links, take you to how-to guides available on the iPark website:

[How to create a blank ePortfolio within a module in UniLearn](#)

[How to create a blank ePortfolio outside a module in UniLearn](#)

[How to create an ePortfolio from a template within a module in UniLearn](#)

[How to create an ePortfolio using a template outside a module in UniLearn](#)

If an e-portfolio is created within a module it will only last for the life of the module i.e. one year, so this option is limited but could be appropriate for a module-based assignment. Tutors are able to create e-portfolios within a module; this is done by adding either a Wiki for a blank e-portfolio, or choosing Campus Pack Content to select a pre-created template. You would tick the box to create one e-portfolio per student and choose whether to assign a grade and manage this via Grade Centre.

Tutors will be able to see the latest activity on your students' e-portfolios, and who has started their e-portfolio.

Student would see an empty wiki to start with and will need to click *create page* to create the first page. This will give you an editable page with similar formatting options to Word, typing, inserting images/media, inserting links etc., fairly straightforward.

If the e-portfolio is created outside of a module the main advantage is that it will stay with the student for the duration of their study here at Huddersfield. Again the e-portfolio can either be blank or from a template. Using templates could be an important option for colleagues to use with their students. Only Learning Technology Advisors' have the ability to create templates, however once created they can then assign staff the rights to edit.

Students can then start using the portfolio and share with others. To do this, they need to click on *permissions* and choose *Add Viewers* which gives the option to search for people or you can send an email invite to someone outside of the institution. An external viewing the e-portfolio will just see what looks like a webpage, so will not have access to any of the other UniLearn functionality.

Cheryl Reynolds – School of Education and Professional Development

Cheryl explained that she has used an e-portfolio system with some students who were applying to come straight into year two of a course of study, via APEL (accreditation of prior and experiential learning). The students needed to prove that they had the skills needed, and to enable them to do this Cheryl set up and asked the students to complete a portfolio template with a module. It should be noted that once the template is released it cannot be edited by the tutor again.

Andy Raistrick – Computing and Library Services

Andy is currently working on a pilot project with colleagues in the Pharmacy Department, who wanted to be able to check for plagiarism within submissions. One way of doing this is to create a template that can then be submitted via Turnitin which checks for originality. Twenty pharmacy students who previously produced a paper-based portfolio are trialling the new system. By moving to an electronic version, this task has proved slightly less overwhelming for the students. Formative assessment of their work is now much easier, and marking is much quicker. This system thus provides three major benefits, easier formative assessment, quicker marking and originality checking. It is the students' responsibility to submit (export) their e-portfolios via Turnitin, which does the originality checking. However their lecturer still needs to look at the original e-portfolio in order to see certain assets such as embedded video.

Support available:

1. The ipark website, has a number of [e-portfolio support resources](#) available
2. [School-based Learning Technology Advisors](#) are available to provide individual support for colleagues in Schools. For those working in Services, contact [Andrew Raistrick](#), [Usman Iqbal](#) or [Sue Folley](#)
3. There is a Staff Development course on [Using UniLearn to Create an e-portfolio](#) for those who require further practical support.