Using the ePortfolio

An ePortfolio is offered to you by your institution. It is like a box you can collect things in. You have a link to access your ePortfolio and people at your institution will introduce you to its use and answer your questions. You own your ePortfolio, so make sure you understand it.

You are taking courses, learning, being assessed, making experiences.
You have occupations, ideas, projects.

Collect what you are doing in the online space of your ePortfolio, e.g. documents, pictures and links related to your activities.
Look at your collection, think about what it means to you, what you would like to do next. Note your thoughts and add them to your portfolio.

Reflection

This reflective part of your ePortfolio process will be most important as you follow your learning path (see also Feedback and Reflection leaflet).

You will want to arrange and show some of your things to someone else. Put them in display and give whoever it concerns access to it, your teachers, colleagues, future employers...