

# Advising Supplement ePortfolio

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# ePortfolio Graduation Requirement

- Four required reflections detailed narratives in which students self-evaluate and consider their learning.
- 1200 1500 words
- Accompanied by artifacts papers, presentations, evidence of achievement.
- Tied to School of Information MA-LIS Competencies <u>https://ischool.arizona.edu/master-arts-library-and-information-science#Student Competencies</u>
- Introduced in LIS 504
- Maintained in Google Docs
- Evaluated by independent evaluators
- Final Reflection and Wrap-up managed through course LIS 909 taken in last semester





#### Creation and Submission

- Detailed instructions on the Advising Web Page https://ischool.arizona.edu/graduate advising
  - Introduced in LIS504
  - Create in Word on your PC or Mac
  - Copy/Paste into Google Doc
  - Maintain Backup Copy
- Consult the Advising Web Page for current shares and submission instructions.
  - Who to include on your ePortfolio folder share list.
  - What to do when you have completed a reflection.
  - What to do when you have made requested revisions.





# 504 Class Reflection

- Indicates deep learning from the class not a summary
- Depth and breadth
- Artifacts
  - Issues paper
  - Exam essay
  - Interview
- Summary of competencies



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# Mid-Program Reflection

- Coincides with completion of half the coursework
- Approval required to submit Plan of Study
- Describes how the coursework has begun to shape student's understanding of library and information science
- Summation of goals accomplished and what will be achieved in remainder of program
- Artifacts
  - Research papers
  - Course reflections
  - Pathfinders and research guides
  - Databases
  - Other course related assignments
- All courses taken, except 504, to be reviewed
- Directly tied to competencies



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## Professional Reflection

- Indicates the learning that has occurred during a professional development activity
  - Conference attendance or experience
  - Webinar, podcast or TED talk
  - DigIn, Archives or other certificate course taken for credit not used for master's credit
  - Coursework in other department or elsewhere not used for master's credit
  - Internships or other courses taken for credit and applied toward master's degree may *not* be used for the professional reflection
- Artifacts not necessarily required
- Not a description of activity; demonstrates the depth of understanding of the significance and value of the activity
- Must be tied to competencies.





# Final Reflection

- Written in the final semester, integrated into LIS909 ePortfolio course for 2015 and later In-depth discussion of learning experiences, challenges and understanding of the field
- All remaining courses presented for graduation not included in the midprogram reflection should be included.
- The LIS 698 Capstone experience should be included for students completing this course (students entering the program Fall 2015 and later)
- Preparation as a professional
- Comprehensive, well-organized, clearly written
- Artifacts similar to those of mid-program reflection

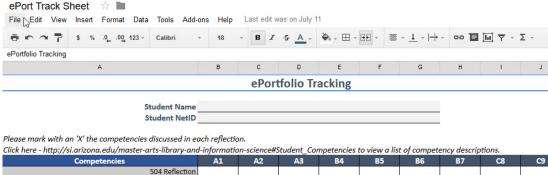


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### Tracking Worksheet



Mid Program Reflection
Professional Reflection
Final Reflection

 ${\it Please mark with an 'X' the courses and competencies discussed in the {\it Mid-Program and Final reflections}.}$ 

All courses presented for graduation should be listed

All courses presented for graduation should be listed									
Course Coverage	Mid Program	Final	A1	A2	А3	В4	B5	В6	B7
LIS 504 Foundations of Library and Information Services									
LIS 506 Research Methods									
LIS 520 Ethics									
LIS 515 Organization of Information									
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## LIS909-ePortfolio

- ePortfolio 1-credit course
- Required of students entering Fall 2015 and after
- Finalizes the student's ePortfolio submission and may also be used to review basic workplace skills such as resume writing and interviewing (planned)





#### ePortfolio Deadlines

- 504 Reflection due by last day of class
- Mid-Program Reflection due in the semester in which you complete 18 units.
- ePortfolio must be completed and fully approved including revision in order to graduate. **There are no exceptions**.
- Deadlines for Completion of ePortfolio approval
  - Spring graduation: April 15
     Summer graduation: July 25
     Fall graduation: November 15
     December graduation: January 2
- If you don't complete your eportfolio by the deadlines, you won't graduate.
- If you don't complete by the deadlines and don't graduate, you must register for at least one course (one credit) in the semester in which you graduate.





#### Help

#### • More

Complete details including downloadable documentation on creating the ePortfolio folder on Google Docs, additional details on ePortfolio Content and a link to the Tracking Worksheet are available on the advising page — <a href="https://ischool.arizona.edu/graduate\_advising">https://ischool.arizona.edu/graduate\_advising</a>

#### Technical Assistance

Students needing additional technical assistance with Google Docs ePortfolio should contact one of the School of Information Program Coordinators, listed on the advising page.

#### Content Assistance

Students needing additional assistance concerning their content may contact one of the ePortfolio evaluators listed on the advising page

