

# DEVELOPING A CULTURE OF QUALITY

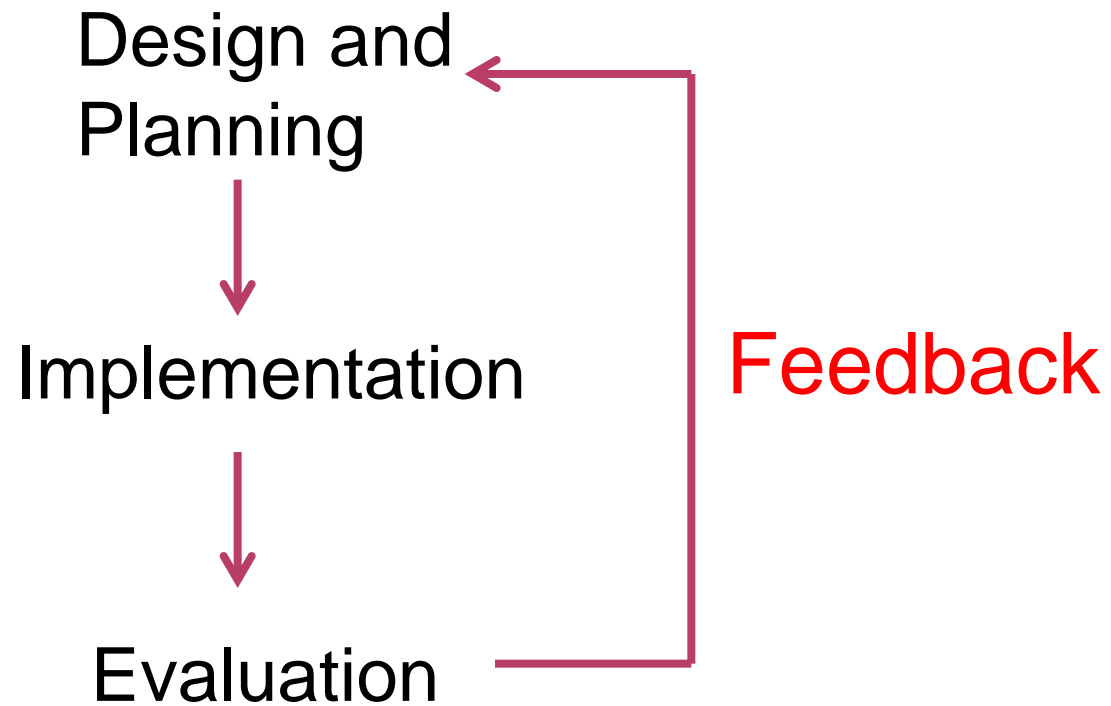
Teaching E-portfolios:  
*Multi-level of Uses*

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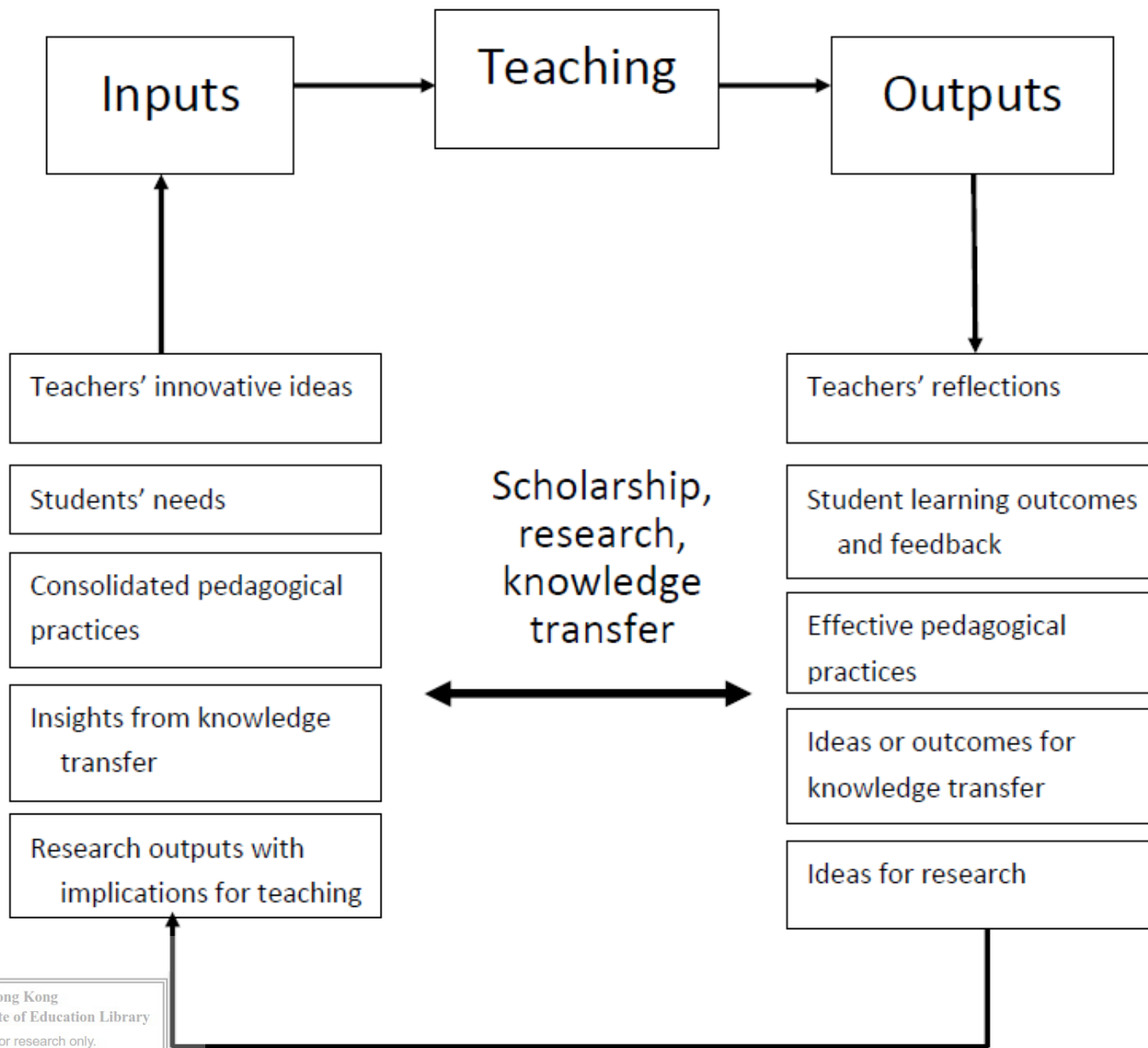
# THE FEEDBACK LOOP OF TEACHING AND LEARNING

## Levels of the loop:

- Programme
- Subject
- Course
- Individual



# THE PROCESS OF TEACHING AND LEARNING



# TO CLOSE THE FEEDBACK LOOP, WE NEED.....

- ◉ Outcomes of student assessment
- ◉ Course interim evaluation
- ◉ Students' evaluation on teaching (SET)
- ◉ Programme evaluation by students
- ◉ Student consultative meeting
- ◉ Subject coordination meeting
- ◉ External Examiners' report
- ◉ Employers' satisfaction with our graduates

# WHAT OPPORTUNITIES ARE OFFERED BY MAHARA .....

- ◉ A personal historical record
- ◉ An information folder
- ◉ A notice board
- ◉ A one-stop communication platform
- ◉ A tool for managing/administering a course/programme
- ◉ A platform for bringing together actions and reflections to complete the feedback loop

..... AT MULTI-LEVELS

- ⊙ Individuals as course lecturers/tutors
- ⊙ Course teams
- ⊙ Subjects/programmes
- ⊙ Department

# INDIVIDUAL LEVEL:

Function	Benefit
Develop one's portfolio in relation to teaching/research/professional development/community services	Clear documentation and easy retrieval (e.g. for PPR/superannuation/promotion/teaching awards)
Facilitate personal reflections	Promote congruence between one's plans, actions and outcomes
Manage information (e.g. teaching resources, course information, student feedback, outstanding tasks, etc.)	Supplement existing personal file management systems
Articulate inputs and outputs to inform future planning	Complete feedback loop; Enhance quality of teaching; Meet requirements of quality audit

# COURSE/SUBJECT/PROGRAMME LEVEL:

Potential function	Benefit
Store and manage resources, information and data (e.g. students' feedback, EE comments and responses, etc)	Supplement existing file management systems
Facilitate communication/ reflections by members on the implementation of the course/subject/programme (within and across departments)	Enhance collaboration and collegiality
Articulate inputs and outputs to inform future planning	Complete feedback loop; Enhance quality of teaching; <b>Inform course/subject/programme review and development;</b> Meet requirements of quality audit



# DEPARTMENTAL LEVEL:

Potential function	Benefit
Coordination of programme management, and teaching and learning at departmental level	Align best practices across programmes
Promote synergy between teaching and learning and other emphases (e.g. research, management of laboratory resources)	Enhance intra-departmental collaboration and collegiality
Facilitate coordinated implementation of departmental initiatives across various programmes	<b>Promote concerted efforts</b> Enhance quality of teaching;
Monitor achievement of departmental goals	Meet requirements of quality audit

# MULTI-LEVEL MANAGEMENT OF E-PORTFOLIOS

Level	Responsible Personnel
Course lecturer/tutor	Individuals
Course team	Course Coordinator
Subject/programme	Programme Leader/Coordinator/ Subject Representative
Department (Teaching and Learning aspect)	Convenor, DLTC

# ITS BENEFITS .....

The e-portfolio enhances:

- ⊙ *Transparency*
- ⊙ *Collegiality*
- ⊙ *Ownership*
- ⊙ *Accountability*
- ⊙ *Innovation*
- ⊙ *A Quality culture*
- ⊙ *Professionalism*



## ..... AND ITS LIMITATIONS

- ◉ Unfamiliar platform environment; technical difficulties
- ◉ Time consuming
- ◉ Requires commitment and concerted actions of colleagues
- ◉ Limited storage size

# FURTHER WORK .....

- Creating templates
- Trial by Individuals/groups with the support of RA
- Interim evaluation
- Dissemination