

Partnerships in Learning & Teaching - PLaNT Project Application Form 2018 - 2019

Lead student contact details

Name: (name removed)
School: Pharmacy
Degree programme: MPharm
Year group:2
Email: (details removed)

Lead staff member contact details

Name: Dr Sam Bizley
School: Pharmacy
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Project title

Using an electronic portfolio platform for professional development of pharmacy students
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Project team name and details

Project team name: Electro Port
Other members of the team (including students and/or staff) Include name, year group and degree programme of student partners
Dr Nilesh Patel – MPharm Programme Director (name removed), Part 2, MPharm (name removed), Part 3, MPharm 2+2 (name removed), Part 1, MPharm (name removed), Part 1, MPharm (name removed), Part 3, MPharm

Project summary (please aim for 50-100 words)

The School of Pharmacy is looking to investigate replacing the current paper based professional and academic development portfolio (PAD-P) with an electronic portfolio using the e-portfolio Blackboard tool. In partnership with students from Parts 1-3, who are currently compiling the portfolio, we hope to gain an insight into; the best user-friendly design for the e-portfolio, feasibility of using the tool across the entire programme, staff accessibility for portfolio assessment, training required (students and staff) and visibility to prospective employers.
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Project objectives, outcomes and outputs/deliverables (bullet points)

Please note the anticipated benefits for students, staff, department, institution etc.

Objectives

- Design an *e*-portfolio page and interface
- Identify training requirements for students and staff
- Production of an *e*-portfolio sample
- Trial a mock assessment of the *e*-portfolio

Outcomes

- If both students and staff can use the tool efficiently
- If the *e*-portfolio is suitable for the range of tasks carried out as part of the current portfolio

Outputs

- Report and presentation on the *e*-portfolio to be communicated to Head of School of Pharmacy and MPharm Programme Director
- Production of a sample *e*-portfolio
- Change to the course assessment

The anticipated benefits for students are reduced expenses in printing (also environmentally friendly and helps with the sustainability agenda) and flexibility in presenting information through different formats. For staff, the benefits would be potential ease of access to the portfolio, better monitoring of task submission checkpoints, especially during Academic Tutor meetings. For the School of Pharmacy, the portfolio is quite unique in its design and fits well with the curriculum framework. If the *e*-portfolio is successful, then there would be scope to disseminate this to other programmes across the University.

Project description (up to 500 words)

The project is centred around the student Professional and Academic Development Portfolio (PAD-P) which is started in Part 1 of the programme and assessed in Part 3. The portfolio is an eclectic combination of work consisting of, for example, self-written reflections on learning and assessment, certificates, scientific documents, practical workbooks, continuing personal and professional development records and Academic tutor meeting records.

Currently the portfolios are completed as large physical folders that are stored and marked within the department. A number of issues surrounding the current portfolios have been raised by both staff and students of which the *e*-portfolio could solve, for example:

Expensive – Folders and the portfolio starter packs are costly, initially to the department but also to the student who are required to print all their evidence for the final portfolio.

Bulky – Final folder are cumbersome to carry and store meaning that students do not carry them with them, and so do not have access to the information at all times, making engagement with the portfolio and with staff more challenging.

Loss of material – Both hard copies and data stored on USBs or hard drives have caused many issues with loss of work. Integrating with Blackboard will eliminate this.

Green/sustainability - reduces paper and plastic waste which is a key initiative of the University and has been raised by students as being important to them.

Unsecure personal data – Folders contain some personal information and so security of that information can be greatly increased by the portfolios being held on Blackboard.

Can be linked to the EMA – Electronic versions of material allow extra tools to be utilised, such as, originality testing, electronic feedback and opens up the use of a range of new assessment features i.e. use of video/audio submissions in the portfolios.

e-portfolios offer an opportunity to update the way pharmacy portfolios are completed (a flexible platform), as well as improving the student and staff experience. Early discussion with both students and staff has been very encouraging with a lot of interest in pursuing/investigating the change to an electronic portfolio.

Describe the proposed project including each of the following:

How will students work as partners with staff in the design and delivery of the project?

- A combined student and staff team will be recruited (25+ initial expressions of interest from students have been received) to storyboard the look of the “ideal” *e*-portfolio, and then working with the academic and TEL teams will collaboratively formulate a mock product design.
- Students will work with staff to provide a training workshop for students and staff in the use of the blackboard *e*-portfolio tool. This will be followed by a feedback session reporting the usability and likely training input.
- A student team, with academic and TEL support, will collaboratively build the portfolio page.
- A second student team will be recruited to participate in a focus group using the designed tool. Students will take on the role as trainers with academic support. Feedback will be used to inform *e*-portfolio modifications where needed.

What does success look like and what are the anticipated impacts of the project?

Success will be the formation of a fully functioning *e*-portfolio page for specific use on the MPharm programme, with the generation of a sample *e*-portfolio. The impact will be a potential trial year for the *e*-portfolio for the 2019-2020 cohort, with a further rolling out to other Parts if successful. In addition, for students, there will be reduced expenses in printing and better engagement with the portfolio. For staff, the impact would be on ease of access to the portfolio, better monitoring of task submission checkpoints, especially during Academic Tutor meetings. If the *e*-portfolio is successful, then there would be scope to disseminate this to other programmes across the University.

When do you anticipate that you will be able to demonstrate this impact?

Impact is possible for the next academic year (2019) with a trial of the *e*-portfolio for new Part 1 students. Phasing out the paper-based portfolio for current 2nd and 3rd year students is anticipated depending on the success of the study.

How will you evaluate the project to determine its success? How will students be involved?

Success will be determined by obtaining feedback from students and staff who use the end portfolio product. The student team will help undertake a focus group once the *e*-portfolio is finalised. This focus group will ascertain student and staff satisfaction with the use of the portfolio.

How will the project outcomes be disseminated? How will students be involved?

An end project report will be collaboratively written (staff and student) at the conclusion of the study and distributed to all members involved. Feedback on the tool and running of the project will be encouraged.

Lead student and staff team will present the findings to the Head of the School of Pharmacy and Programme Director with demonstration of the sample *e*-portfolio. If successful, the lead team will showcase the *e*-portfolio to all staff in the pharmacy end of year staff meeting and write a small piece in the pharmacy bulletin (students will be introduced to following academic year).

The TEL showcase may also be attended, and findings of this project reported to the wider University community.

How does the project support your School/Department's Teaching and Learning Plan and the University's [Teaching and Learning Strategy](#)?

This task aligns strongly with both the Schools and University's teaching and learning strategy.

- This will be a new way to deliver material that has not been previously tried in the School, mirroring more closely professionally created portfolios
- By increasing the ease of access to material it will increase engagement from students and allow it to be linked into partnered modules more easily, streamlining pharmacy's integrated unit design.
- Allow students to direct the future of assessment on their course with direct impact on future cohorts
- Reflects what is carried out in practice, where electronic collection of evidence has been implemented by the General Pharmaceutical Council (GPhC) for use by practicing pharmacists for CPD
- Supports the EMA project, with online submission of work, allowing easier feedback to students and promotes development of computer skills (in partnership with the TEL team) which is highly sort after in the profession.
- Shows a strategy for updating the course, moving in line with current technological trends

Briefly outline plans for project-related activities to continue beyond this PLaNT project and/or for project outcomes to be realised in a sustainable way:

If successful, the e-portfolio will be looked to be implemented for future cohorts (with an initial trial year). Within this "trial" year termly feedback will be collected, and any issues raised will be communicated back to original staff/student teams for discussion and re-evaluation.

There is potential for final year pharmacy student(s) to carry out their research project(s) on the implementation of the e-portfolio tool, to critically discuss its use in pharmacy and any future developments including the use in other units or courses, for example CIPPET which delivers the independent pharmacist prescribing course that relies heavily on portfolio evidence and assessment.

It is acknowledged that both students and staff will require additional training on how to use the tool and so in partnership with TEL a strategy of this will be devised.

Project start date: January 2019

Project end date: June 2019

Budget details

Brief outline of project activities	Activity start date and end date	Approximate costs associated with the activity. (Note: All claims
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		and/or expenses need to be arranged before 30 th June 2019)
Initial meeting between staff and student leads to brainstorm the running of the project and identify any requirements, recruitment of the initial pharmacy and focus group teams	January 2019	2 hours for 2 lead students @ 12.73 per hour Refreshments £10
Training session in use of the e-portfolio tool	February 2019	Lunch provided £50
Computer lab workshop to build the portfolio	March 2019	Amazon fire x 2 (usability study on devices) £50 USBs 10 x £5
Hold focus group	March 2019	Refreshments £30
2 nd workshop, working on feedback from the focus group. Produce a final sample e-portfolio	April 2019	Lunch £100 Printing and Stationary materials £50 Refreshments £30
Presentation of sample e-portfolio and report to Head of Pharmacy and Programme Director	June 2019	1 hour for 2 lead students @ £12.73 per hour

Total funding applied for £491.92

Signature of lead student	Signature of lead staff member
(TBC)	Dr Sam Bizley
Date	Date 15/11/18

Please submit your completed form to Martin Wise, CQSD: m.wise@reading.ac.uk