

**Pedagogical workshop on  
“ePortfolio: an educational and assessment tool” (ref 1852-060)  
Programme**

**Dates: 4-6 December 2018**

**Venue: Brussels**

<b>Time</b>	<b>Monday</b>	<b>Tuesday 4/12</b>	<b>Wednesday 5/12</b>	<b>Thursday 6/12</b>
9.00		Opening Expected outcomes Word clouds Programme and objectives	From description to reflection - Individual work on one training activity to include in the portfolio	Which platforms for an ePortfolio? - Adapting virtual spaces to the content of portfolios - Suggestions Internal resources of MOODLE (learning by doing) - Practice on the platform and functionalities of the working spaces / topics in MOODLE
10.30		<b>Coffee break</b>	<b>Coffee break</b>	
11.00		ePortfolio – getting started  Portfolio building – framework Why using this tool for our purposes?	Report back Exchange of practices and brainstorming of ideas	Sharing some of the individual work in Plenary  Key guidelines identified by the group throughout the workshop
12.30		<b>Lunch break</b>	<b>Lunch break</b>	
14.00		Overview of the timeline to be followed for the accreditation of Eurotrainers  Framework of competences – link with training experiences both at the national and European levels Key elements for the accreditation process	The use of Web 2.0 tools for reporting training / learning experiences in different phases:  Hands on approach on different tools	You and your learning process  Activity on the evaluation of the workshop  Final remarks
15.30		<b>Coffee break</b>	<b>Coffee break</b>	<b>DEPARTURE</b>
16.00	<b>A R R I V A L</b>	Reflective Portfolios - Meaningful contents in a reflective portfolio and basic internal structure  - Moments and steps to follow: Planning / Doing / Reflecting  Exchange on the activities of the day	Web 2.0 tools Individual practice on some useful tools to better record evidence of learning and development of skills Work on individual contents for portfolios	
17.30		<b>End of day activity</b>	<b>End of the activities</b>	
19.30	<b>Dinner</b>	<b>Dinner</b>	<b>Dinner</b>	

