ePortfolios are powerful, innovative, and cutting edge tools that are being used more and more frequently in higher education. ePortfolios are the next generation of the résumés for today’s graduate students and professionals. The electronic portfolio allows you to store and manage all your educational information to support your learning, create a powerful living showcase of your academic, volunteer, and professional accomplishments to advance your career in public health!

Effective Summer 2015, the TUC PH Program has purchased myeFolio, an award-winning product of Avenet, LLC, for all new entering classes. Beginning in Summer 2015, students are provided myeFolio accounts each year. Students with access to myeFolio are required to submit ePortfolios for the Field Study course. **Login to myeFolio to create your myeFolio account. IMPORTANT: The TUC School myeFolio “Sign Up Code” is available via Blackboard for students enrolled in the Field Study course.**

The Field Study ePortfolio is similar to Part I of the written Field Study Summary Report, but instead utilizes digitized collections (e.g., textbased, graphics, archived multimedia elements, such as photos, PPT slides, audio or voice recordings, websites, web links, and other electronic media to provide a more virtual representation of your public health field work. “An e-Portfolio is a digitized collection of artifacts, including demonstrations, resources and accomplishments that represent an individual, group, community, organization or institution” (Lorenzo & Ittelson, 2005). Please note that each section of the ePortfolio Outline can serve as abbreviated versions of those that are featured in the written Field Study Summary Report.

Aside from the Field Study, the Program also encourages students to use myeFolio throughout their course of study in the PH Program to demonstrate key skills and accomplishments and to:

- Collect and share work;
- Organize, manage and display academic and career information;
- Provide a powerful way to reflect on academic and career goals;
- Create an online educational journal for reflection;
- Create an online site that can be turned in as an online Assignment;
- Demonstrate mastery of course outcomes;
- Share best work from multiple courses; and
- Showcase professional-quality work for prospective employees.

To learn more about what an ePortfolio is and how this exciting tool is being used by MPH students, please watch a brief video at [http://at.sfsu.edu/eportfolio](http://at.sfsu.edu/eportfolio) and then view the e-Portfolio Gallery for
examples. For other examples of how ePortfolios are being utilized for student work at public health schools and universities across the United States, please see the links below.

- ePortfolio Project Gallery, San Francisco State University
- Boston University ePortfolio Example
- Virginia Tech ePortfolio Example
- Clemson University ePortfolio Example1
- Clemson University ePortfolio Example2

Required sections of the ePortfolio are:

- **Executive Summary** (Include the who, what, when, where, why and how of your project; project title, preceptor agency, and supervising preceptor) Use APA Style to reference at least one (1) recent public health journal article that relates to your field study project.
- **Statement of Problem** (Briefly summarize your objective(s) and relate this to the problem or issue addressed by your project.) Remember to explain why public health practitioners are tackling this problem or issue. Explain why it is important. Provide examples of public health research literature as supporting information Use APA Style to reference at least one (1) recent public health journal article that relates to your field study project.
- **Context/Organization Setting** (A description of the agency where (department) you completed your field studies. This should include type of agency, source of funding, mission statement and type of staffing.)
- **Place of Project within Organization** (Where did you and your project fit in the agency? Include discussion of how this affected your project, if applicable.)
- **Core Public Health Functions that Describe Your Project:**
  1. Applied Research
  2. Needs assessment
  3. Program Planning
  4. Program Evaluation
  5. Health Education Outreach/Development
  6. Policy Development
  7. Other

- **Public Health Functions/Skills Utilized, Developed, and or Strengthened:**
  1. Literature Review
  2. Survey Design
  3. Data Collection
  4. Program Implementation
  5. Grant/Proposal Development
  6. Data Analysis
  7. Coalition Building
  8. Other
• **Examples Public Health Functions/Skills** (Supporting documentation, such as samples of products completed or photos captured during the field study (appendices (policy briefs, brochures, curriculum, reports, etc.))

• **Public Health Competencies Identified, Acquired or Strengthened**

• **Specific Public Health Courses that Directly Applied to the Field Study Experience**

• **Results Achieved** (Show results achieved during the course of your field studies. Also, explain any difference between proposed scope of work and results achieved, if any.)

• **Theoretical Comparisons with Field Studies** (What public health theories, models, approaches or concepts did you use in carrying out the scope of work for your project? Relate specific academic experience with the field study.) Use APA Style to reference at least three (3) recent public health journal articles that relates to your field study project.

• **Recommendation for Similar Projects** (What did you learn in carrying out your work plan that would be helpful in attempting a similar project? What specific skills did you develop and what specific knowledge did you gain? Knowing what you know now, what would you have done differently?)

• **Recommendations for Yourself** (What areas have you been able to identify for your own professional or personal development as a result of your field experience?)

• **Describe the Agency/Organization Office Resources/Setting. What Is It Like to Work in this Agency/Organization?**

• **Professionalism:** (What did you learn about professionalism in your field study? Identify preceptors, supervisors, administrators, team members, or staff at your placement site who demonstrate professionalism in their field. What are the characteristics that make them professional?)

• **Reference List:** Using APA Style, provide a reference list citing a minimum of 5 journal articles as referenced in your ePortfolio.

• **Provide access to your myeFolio:** Once you have completed your ePortfolio in myeFolio, please provide the Field Study Coordinator access to your ePortfolio with a password using the features provided in myeFolio Settings so that this deliverable can be graded. Do not keep it in “private” mode.

• **Please remember to sign the ePortfolio release form (see Appendix or Blackboard) to grant the right and permission to the TUC Public Health Program to use your electronic portfolio for instructional purposes of other classes, as training material/ on the Public Health Program website (models) for other instructors, as examples of electronic portfolios for program administrative considerations, for academic publications and presentations and for promotional and public education activities.**

• **DUE DATE:** The web link to your myeFolio webpage is due one week (7 days) after the placement end date via email to nemesia.kelly@tu.edu.