Invitation to ETUI Education course

24th October 2026

To All ETUC affiliates

Dear Colleagues,

The Education Department of the European Trade Union Institute is organising a blended pedagogical workshop entitled: **"ePortfolio building: from description to reflection".** This programme combines an online preparatory phase—featuring a **live webinar on 4 December 2026** – with a three-day **face-to-face workshop** to be held from **19 to 21 January 2027 in Paris, France**.

Reflective practice is an essential skill for trainers seeking to critically examine their own training methods, assess the impact of their approaches, and identify opportunities for improvement. As **John Dewey** famously said, *"We do not learn from experience... we learn from reflecting on experience."* Reflection transforms routine action into intentional learning, allowing trainers to refine their strategies and better respond to diverse learner needs. Within this framework, an ePortfolio serves as an effective tool to showcase professional growth and demonstrate acquired skills. As such, ePortfolios are an integral part of the Eurotrainers pathway.

Designed as an active, practical workshop, the programme guides participants through the full ePortfolio cycle. Participants will unpack the ePortfolio framework, examine reflective models such as Gibbs' Reflective Cycle, and analyse ePortfolio case studies to better understand effective structure, content, and reflective practices. Participants will also have dedicated time to work on their own Portfolios, explore digital platforms, and receive personalised feedback to best prepare them to successfully build and submit their ePortfolios.

Aims

- **Define** the fundamental components of an ePortfolio
- **Analyze** examples of ePortfolios to identify effective structural layouts and reflective practices,
- **Apply** reflective models and techniques to enhance the quality and relevance of ePortfolio content;
- **Demonstrate** the selection and use of digital tools and platforms commonly used for creating and maintaining ePortfolios;
- **Design** and **construct** components of individual ePortfolios

Working languages

English, French,

Programme

The draft programme is attached.

ETUI aisbl is financially supported by the European Union

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Venue of the workshop and Accommodation

TBC on the confirmation email

Arrival and departure

The session of **4 December** 2026 is **online**. The Zoom link will be sent after the registration deadline.

For the in-person workshop, participants are expected to arrive on **Monday 18 January 2027 in the afternoon** and to leave **on Thursday 21 January at the end of the course.**

We would be grateful if all participants would respect the arrival and departure times.

Please wait for confirmation of your participation by ETUI before making travel reservations.

Participants

Participants will be trade union trainers at national and European level who completed the ETT1 training and are following the Eurotrainers pathway.

How are enrolments processed?

Applications will be processed on a first come, first served basis, with a maximum of 16 participants overall. Additional applicants will be put on a waiting list.

The team of trainers will be responsible for the final selection and will bear in mind the skills required for this target group. Enrolments will not be approved without the prior consent of the ETUI education officer, who will also be the contact person for organisations requiring any further information.

Participants' registration

Please register using this link : https://crm.etui.org/form/eportfolio

You will need to register before **November 23, 2026** at the latest.

Payment of registration

A direct monetary contribution (enrolment fees) to ETUI Education activities is required per participant, the cost is **60€** for the entire course program. Once you are selected, you will receive a link to pay immediately online. This amount will not be refunded to you if you cancel within 5 days before the training.

Reimbursement of travel

Costs for accommodation, meals, will be covered by ETUI Education, only for participants coming from member states of the European Union, Albania, Montenegro, North Macedonia, Serbia and Turkey.

Please carefully read our reimbursement of travel expenses policy attached to this letter.

Other expenses not taken in charge by ETUI either : parking fees, telephone, costs for luggage and excessive luggage, fees for choice of seating in plane, travel insurance, minibar, extra nights, extra lunches, extra dinners, supplement double room and the eventual supplement half/full board.

Additional information

Should you need any additional information please do not hesitate to contact:
Alicia Sandino, Administrative Assistant: asandino@etui.org
Anna Kostetska, Education Officer: akostetska@etui.org

Yours sincerely,

Fabio Ghelfi
Director
ETUI Education