Draft Programme "ePortfolio building: from description to reflection"

Blended Course | Online Webinar: 4 Dec 2026 | Face-to-face Workshop: Paris, France, 19–21 January 2027

Ref: 2652-044-05 | | EN / FR |

PREPARATORY PHASE (ONLINE): LIVE ORIENTATION & WEBINAR

Learn.ETUI (Moodle) Pre-course activities:

- Introductory module: *Welcome, practical details, presentations*
- Eurotrainer pathway timeline and next steps
- Digital platforms introduction
- Preparatory activity: *Selecting your training experiences*

Webinar: *Friday 4 December 2026 • 11:00 – 12:30 CET (90 min) - Zoom*

- Welcome and introductions
- Foundations and essentials: *Understanding the ePortfolio building Frameworks*
- Key elements of the accreditation procedure
- Preparations for the face-to-face workshop

Workshop Objectives:

- **Define** the fundamental components of an ePortfolio
- **Analyze** examples of ePortfolios to identify effective structural layouts, 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

Monday 18.01	Tuesday 19.01	Wednesday 20.01	Thursday 21.01
ARRIVAL OF PARTICIPANTS	**09:00 Welcome from ETUI** - Welcome, introductions, practical details - Presentation of participants - Programme and objectives **10:30 – 11:00 Coffee Break** **11:00 ePortfolio Foundations & Eurotrainer VAE Roadmap** - Understanding the ePortfolio framework: *The What, How & Why* - Key elements of the accreditation procedure - You & your coach: *Who, what, when* (Q&A)	**09:00 Day 1 Feedback, recap & check-in** - Debriefing Day 1 insights, reactivating Gibbs' Cycle & reviewing reflective practices **Building an ePortfolio: practice** - Mapping ePortfolio structure **10:30 – 11:00 Coffee Break** **11:00 Building an ePortfolio: practice** - Working on a training activity to include in the ePortfolio	**09:00 Feedback, recap and check in** **ePortfolio Guidelines & Next Steps** - Lille University VAE application Q&A Session - Personal timeline mapping - Recommendations and best practices **10:30 – 11:00 Coffee Break** **You & your learning process** - Reflective synthesis & key takeaways - Evaluation of the workshop and Conclusions
—	**12:30 - LUNCH**	**12:30 - LUNCH**	**12:30 - LUNCH & CLOSING**
	14:00 Reflective practices and self-assessment: - What is reflection and how to prompt it? - Reflective models: *Gibbs reflective cycle* ○ Presentation and Discussion - Practical strategies for effective self-assessment & reflective writing techniques **15:30 – 16:00 Coffee Break** **16:00 From description to reflection: Unlocking Language:** - Deconstructing and analysing case studies - Report back, discussions and insights **Reflective Journal and check-out activity** **17h30- End of the day**	**14:00 ePortfolio Showcasing, Review & Exchange** - Peer review and feedback - Collective insights, suggestions, and exchange of practices **Introduction to Platforms and tools** - Which platforms to use for an ePortfolio **15:30 – 16:00 Coffee Break** **16:00 Developing skills for effective ePortfolios: Platforms and tool exploration** - Hands on approach on using different tools **Reflective Journal and check-out activity** **17h30- End of the day**	**DEPARTURE OF PARTICIPANTS**
FREE DINNER	**DINNER IN THE CITY**	**FREE DINNER**	—

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