



SRI BALAJI VIDYAPEETH (SBV)

(Deemed to be University)
U/S 3 of UGC Act 1956
Puducherry-607402

This document contains the details of the
Course on E portfolio Training and Management,
conducted by Mahatma Gandhi Medical College & Research Institute,
Sri Balaji Vidyapeeth, Deemed to be University.

(This document is attested from pages 1- 29)

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SRI BALAJI VIDYAPEETH
(Deemed University u/s 3 of UGC ACT, 1956)
Accredited by NAAC with 'A' Grade
Pillaiyarkuppam, Pondicherry - 607 402.

NAAC 2020



SRI BALAJI VIDYAPEETH (SBV)

(Deemed to be University)
U/S 3 of UGC Act 1956
Puducherry-607402

Criteria 1

Metrix 1.3 : Curriculum Enrichment

1.3.2

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Details of Certificate Course on ePortfolio Training and Management

Link to documents (Click on the links to navigate to the page)

1. [Link to Prospectus](#)
2. [Brochure](#)
3. [Course Content](#)
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5. [Sample Certificate](#)
6. [Enrolled List of students](#)

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NAAC 2020



SBV/VAC committee/2019/1

06.05.2019

To

The Heads of Institutions.

SBV constituent Colleges.

Respected Sir /Madam.

We are pleased to inform the decision of the registry that as per the Strategic perspective plan prepared by the Value-added course committee, the following courses have been planned to be conducted for the year 2019-20 as listed below. You are requested to nominate a course co-ordinator for each course, and submit the syllabi for the same before 30.05.2019

Sl.No.	Course	Institution
1.	Certificate course in lactation counselling and Breast-feeding Management	Mahatma Gandhi Medical College and Research Institute, Puducherry.
2.	A credit-based course in Music for Health and Wellness	CMTER, Puducherry.
3.	Certificate Course in Palliative Care for health Professionals	Mahatma Gandhi Medical College and Research Institute, Puducherry.
4.	Certificate Course on Health care intellectual property right	IPR/SBV
5.	Course on E-portfolio Training and Management	Mahatma Gandhi Medical College and



		Research Institute, Puducherry.
6.	Certificate Course in Yoga for Health and Wellness	CYTER, Puducherry.
7.	Certificate Course in Introduction in Basics and Practical Aspects of ELISA and Westernblot	CIDRF, Puducherry.
8.	Certificate Course in Communication skills in Health Care Professionals.	Mahatma Gandhi Medical College and Research Institute, Puducherry.
9.	Certificate Course in Conventional and real-time PCR technology	CIDRF, Puducherry.
10.	Certificate Course in Natural Product Extraction and HPLC	CIDRF, Puducherry.
11.	Certificate Course in Disaster Preparedness in Hospitals	Mahatma Gandhi Medical College and Research Institute, Puducherry

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Sl.No	Course	Organised by	Place
1.	Course on Hospital infection control	Q-Team & IQAC, SBV	Mahatma Gandhi Medical College and Research Institute, Puducherry.
2.	Course on medico legal case		
3.	Course on critical care nursing		
4.	Course on fire safety		
5.	Course on public administration in health		
6.	Course on radiation safety	Q-Team & IQAC SBV	Sri Sathya Sai Medical College and Research Institute, Chennai.
7.	Data analytics in health care management		
8.	Course in quality assurance in operation theater		

Kripa Angeline
Dr. Kripa Angeline,
Member secretary

Copy to:

The Chancellor office, SBV/ The Vice-Chancellor, SBV/
The Registrar, SBV/ The IQAC, SBV/ Dean Research, SBV/ Dean,
MGMCRI/ Dean, SSSMCRI/ Principal, IGIDS/ Principal KGNC/
Principal, SSSCON/ Principal AHS/ Principal, School of Pharmacy/
CMTER/ CYTER/ CIDRF

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Office of the Dean/Acad./2019/42

10.05.2019

CIRCULAR

Value added committee (VAC) of Sri Balaji Vidyapeeth has decided to initiate following value added course for the year 2019-2020 as listed below at MGMCRI. In this regards, departments are directed to nominate a course co-ordinator who will prepare the syllabi and submit the same before 27.05.2019 to undersign.

Sl.No.	Course	Department
1.	Certificate course in lactation counselling and Breast-feeding Management	Department of Paediatrics
2.	Certificate Course in Palliative Care for health Professionals	Department of Surgery
3.	Course on E-portfolio Training and Management	Department of Community Medicine
4.	Certificate Course in Communication skills in Health Care Professionals.	Department of Psychiatry
5.	Certificate Course in Disaster Preparedness in Hospitals	Department of Community Medicine

**DEAN
DEAN**

Mahatma Gandhi Medical College & Research Institute
Fondicherry - 607 402.

Copy to: The Coordinator, VAC Committee, SBV
The Head of the Departments Paediatrics/Surgery/Community Medicine
The GM (Admin)/MS/VP (Curriculum)/VP (Students)
Copy submitted to: The Registrar, SBV for information
The Dean of faculty/ for information
The Vice-Chancellor, SBV for information.
The Chancellor for kind information.

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Department of Community Medicine

Mahatma Gandhi Medical College & Research Institute, Pondicherry



From

Date 25.05.2019

The Head
Department of Community Medicine
MGMCRI, Puducherry.

To
The Dean
MGMCRI, Puducherry

Dear Sir,

Sub: Nomination course co-ordinator-Regarding.

Ref: Circular Office of the Dean/VAC/2019/1 Dt.10.05.2019

Hereby , following faculty are nominated as coordinators for the courses listed below , who will be coordinating the course on behalf of Department of Community Medicine, MGMCRI, Puducherry.

SL.No.	Name of the Course	Name of the faculty	Designation
1.	Course on E-portfolio Training and Management	Dr. Suguna A	Assistant Professor
2.	Certificate Course in Disaster Preparedness in Hospitals	Dr. Jyothi V	Assistant Professor

Enclosed : The syllabi on

- Course on E-portfolio Training and Management
- Certificate Course in Disaster Preparedness in Hospitals

Copy to: The VAC, SBV.


for Seal with signature
Head of the Department
Community Medicine
MAHATMA GANDHI MEDICAL COLLEGE
& RESEARCH INSTITUTE
Pondicherry - 607 402

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Pillaiyarkuppam, Pondicherry-607 402.



Certificate course on "ePortfolio Training and Management"

Interdisciplinary Course Organised by
Department of Community Medicine, MGMC&RI

Oct
11-13

2019

Venue:

Library hall, Community Medicine
Second Floor, College Block, MGMC&RI

Registration limited to 20 participants

COURSE GOAL

The course goal is to sensitize the participants to the process of implementing e portfolios as a learning tool in their institutions

EXPECTED OUTCOMES

- Improve the skills and knowledge in e portfolio training and management
- Find closer links between assessment and learning by improving learning outcomes using assessment and providing feedback
- Enhance their knowledge in the assessment of areas that are difficult to assess by traditional methods in a wide range of clinical contexts which include attitudes, personal attributes, reflection and professionalism
- Enhance job opportunities as electronic platform for portfolio is the need of future

COURSE CONTENTS

- Introduction & Functions of ePortfolio
- ePortfolio in supporting multiple purposes
- Structuring an ePortfolio
- Involvement of Stakeholders
- Evaluation methods in ePortfolio
- Integrated organizational implementation
- Implementing systemic
- Maintenance of ePortfolio

EVALUATION

- Pre and Post course MCQs
- Assignments
- Project work

ELIGIBLE PARTICIPANTS

- Medical, dental and nursing faculties
- Postgraduate students
- Medical Policy makers, Private practitioners

**Free for
Students &
Faculties of
SBV**

2 UGC credit hours course

(24 hrs of classroom learning along with 16 hours of self-directed learning)

COURSE INSTRUCTIONS:

- For Participants outside SBV, Rs 5000 payment should be made only in the form of DD in favour of "Sri Balaji Vidyapeeth" payable at Puducherry
- Each participant should bring a Laptop with charger & Internet access (Optional)
- Please mail your registration details (Name, Designation, Department, Institute, Mail id, Contact No and DD details) to doctsuren@gmail.com or WhatsApp or call us at the number for any doubts regarding the course

CONTACT PERSONS:

Dr Suguna A-9741095649
Dr Surendran V- 8681815555
Dr Angusubalakshmi R-8903642479

This document is attested
from pages 1-18

External Speakers :

Dr. Vasantha Murthuswamy, Former Senior Deputy DG, ICMR, and President,
FERCI(Forum for Ethics Review Committees in India), Coimbatore.

Dr.Nandhini Kumar, Former Deputy Director General Sr. Grade (ICMR),
Adjunct Visiting Prof., Kasturba Medical College, Manipal.

Dr. Manavalan, CDSCO, Chennai.

Dr. Paul Kumaran, Deputy Director-Medical, ICMR National Institute for
Research in Tuberculosis, Madurai Unit.

Dr.Jayanthi.M, Additional Professor of Pharmacology, JIPMER.

Dr. Sandhya. S, Assistant Professor of Clinical Pharmacology, IEC, JIPMER.

Dr. Melvin George, Department of Clinical Pharmacology, SRM Medical College & Hospital.

Dr. Vimal, Associate Professor of Pathology, SMVMCH

Internal Speakers

Dr. Jambulingam P, Former Director,ICMR-Vector Control Research Centre.

Dr.Ananthakrishnan. N, Professor of Surgery, MGMCRI.

Dr. Adithan.C, Professor of Pharmacology and Clinical Pharmacology, MGMCRI.

Dr. Sivagnanam. G, Professor of Pharmacology, IGMCRI.

Dr. Reena Gulati, Additional Professor of Paediatrics, JIPMER.

Dr. Lokesh. S, Head and Professor of General Medicine, MGMCRI.

Dr.Chandrasegaran. K, Retd. Associate Professor,Dr.Ambedkar Govt. Law College.

Dr. Medha. R, Additional Professor of Biochemistry, JIPMER.

How to register:

Kindly send scanned copies of NEFT receipt & duly filled
registration form to **email: lhec@mgmcri.ac.in**
or direct cash payment with duly filled registration
form should be sent to the IHEC Office, College block,
1st floor, MGMCRI, Pillaiyarkuppam, Puducherry, 607402.

Registration forms are downloadable and attached
along with the brochure.

Contact Details:

Dr. Siva Ranganathan Green

Organizing Secretary

Mobile: 98944 44774

Dr. Uma Narayanamurthy,

Joint Organizing Secretary

Mobile: 98423 29417

lhec@mgmcri.ac.in

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COURSE OVERVIEW

Clinicians, non-clinicians, Faculty in the medical and Para Medical field, nurses and researchers in medicine, philosophy and law are increasingly encountering ethical issues in their daily practice. Decision making on complex ethical and moral dilemmas related to advances in medicine, law, science and technology can be challenging even for the experienced. Specialized and cross-disciplinary knowledge and dialogue is essential to enhance awareness and training in ethics to ensure preparedness of the various stakeholders to handle real-life situations. This "Certificate Course in Bioethics on Human Research", prepares all the above to address these challenges through an innovative learning experience featuring lectures, interactive and collaborative course activities. The course is conducted by the Institutional Human Ethics Committee of MGMCRI, SBV (Deemed to be) University.

Learning Objective of the Course:

- To understand current ethical and regulatory prerequisites for directing clinical research in Medical Institutes in India and other countries.
- To be aware of the latest national ethical guidelines for biomedical and health research involving participants by ICMR
- To enable the delegates to understand that by seeking compliance to Ethics they can give the public an assurance that the rights, safety and well-being of human participants are well protected and the data from the study results are incredible and accurate.
- To understand the principles of Bioethics, roles and responsibilities of various stakeholders involved in a clinical and Biomedical research involving human participants.

Who should attend?

- Members of the ethics committee,
- Faculty who want to become members of the ethics committee
- Faculty Members, Clinicians, Biomedical Scientists who are interested in Clinical Research
- Hospital / Health care administrators
- Clinical research and allied Professionals working at clinical trial sites, pharmaceutical companies.

Number of Participants:

Limited to a maximum of 40 seats

Registration Fees:

Registration: Rs. 2000/- for early bird registration and

Last date of Registration: Till 2nd March 2020.

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Certificate course on ePortfolio Training and Management

Introduction to the Course

ePortfolios are becoming increasingly popular as a strategy to enhance traditional learning and teaching methods, record achievements, collect pieces of evidence to demonstrate the acquisition of competences, the Recognition of Prior Learning (RPL) or assist individuals with Personal Development Planning (PDP) and Personal Career Development (PCD). However, despite the growing interest in using ePortfolios for different purposes and in a variety of contexts of application, there is a lack of training activities to help individuals and/or organizations to implement and improve (if necessary) their practices with it. To foster ePortfolio initiatives we have developed the "Certificate course on ePortfolio Training and Management".

The course goal is to sensitize the participants to the process of implementing e-portfolios as a learning tool in their institutions.

The course provides participants the opportunity to

- Improve the skills and knowledge in e portfolio training and management
- Find closer links between assessment and learning by improving learning outcomes using assessment and providing feedback
- Enhance their knowledge in the assessment of areas that are difficult to assess by traditional methods in a wide range of clinical contexts which include attitudes, personal attributes, reflection and professionalism
- Enhance job opportunities as electronic platform for portfolio is the need of future

Target audience

The short course provides an entry point to the subject of ePortfolios for non-expert users and early adopters. The course offers the conceptual and instrumental knowledge for the creation of the ePortfolio strategy and prototype solution, regarding specific individuals and organizational aims. No previous knowledge on ePortfolios is required to participate in the course.

The course is primarily targeted for teaching faculties from the streams of medicine, dental, nursing and allied health sciences. The course is also intended for students of medical

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UNIVERSITY



institutions (both undergraduates and postgraduates), medical policy makers, practitioners, employees of various medical institutions and organizations.

Note: The first few sessions of the inter-disciplinary course is for the Faculty and Students of SBV, in addition to the external candidates.

Course structure

The program will be a regular course involving 3 days of classroom learning along with 16 hours of self-directed learning for ePortfolio creation and assignments completion. The course is organized into seven learning modules with a total workload of 2 credit points. The course is restricted to 30-35 participants per session.

The courses shall be conducted during the weekends Friday, Saturday and Sunday for 3 days course sessions. Suitable honorarium shall be provided to the resource persons for working on weekends.

At the end of the course the participants will be able to

- Review, present and interpret quantitative and qualitative information in e portfolio to develop lines of argument
- Communicate information, arguments, feedback and analyses accurately and reliably, orally and in writing
- Demonstrate and train others in initiatives and works in their own field using e portfolio platform, also maintain accountability in both personal and group contexts

Course focus and teaching methods

This program is interdisciplinary, both in its content and teaching. It utilizes a variety of teaching/ learning techniques, including seminars, collaborative learning, group discussions, case studies, lecture discussions, assignments, and hands- on training on computers, practicum and assignments. Renowned Faculties from the field of Medicine, Dental, Nursing, Medical Informatics and Information and Technology would be teaching this course.

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Assignments and Project work

Two assignments based on the modules will be given to each candidate and will be evaluated terminally based on the submission of his/her report. Each candidate working under close guidance of a faculty advisor, will develop and work on a project based on ePortfolio creation. Both the assignment and ePortfolio creation correspond to 16 hours of self-directed learning. Assignment and project work submission are mandatory for completion of the course.

Evaluation and award of online certificate

Participants will be evaluated through a MCQ- based examination at the end of the course. A minimum of 80% attendance and 75% marks will be required for award of online certificate. The distribution of weightage of marks for each of the component will be as follows:

Formative Evaluation	
Component	Weightage
Assignment marks	40
ePortfolio creation (Project work)	30
Test marks- MCQs	30
Total	100
Pass Requirements:	75

Final e-certificate will be awarded only to the participants who successfully complete the course and clear all the course requirements.

Course fees

Fees for external candidates will be decided by the university. The course fee shall be waived-off for the internal participants of SBV.

Course dates

1st session- Third week of October 2019

2nd session- First week of January 2020

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MAHATMA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE

MAIN CAMPUS OF SRI BALAJI VIDYAPEETH

(DEEMED TO BE UNIVERSITY DECLARED UNDER SECTION 3 OF THE UGC ACT, 1956)
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About Sri Balaji Vidyapeeth

Sri Balaji Vidyapeeth is young Deemed to be University, proud of its modernity, yet grounded in rich educational heritage. The University aims to excel in academic and clinical medicine; research and training; nurturing passion and enthusiasm into achievement and theoretical knowledge into evidence-based practice and research.

SBV Ranked amongst the Top Ten Health Science institutions in the country as measured by commencement of innovative courses in emerging areas, curricular innovations, use of technology, capacity building, outcomes, career progression and perception.

Course Co-ordinators

Dr Abhijit V Boratne, Professor and Head

Dr Suguna A, Assistant Professor

Dr Surendran V, Assistant Professor

Department of Community Medicine, MGMC&RI.

Quick Reference Table

Course Name / Code	Certificate course in e-portfolio training and management/ 1901604001 and 1902604001		
Targeted audience (for 1 st round and for further courses)	Teaching faculty from the streams of Medicine, Dental and Nursing		
Maximum and minimum number of participants	30-35 participants		
Department/s offering	Community Medicine		
External Knowledge partner/s	Indian Institute of technology, Madras		
National/ International Resource Person/s	Yes (Will have sessions through Skype)		
Internal Resource person/s	Faculties from Community medicine, Anaesthesia, Psychiatry, Dental, Nursing, Medical informatics and Information and Technology		
Course coordinator/s (Name/ Mobile number/ E mail ID)	Dr Abhijit V Boratne	9751416389	drabhijitb@rediffmail.com
	Dr Suguna A	9741095649	sugucomed87@gmail.com
	Dr Surendran V	8681815555	doctsuren@gmail.com





Course duration	3 days
Course credit points	2 credit

DR. A. SUGUNA
(A. Suguna)

Dr. SUGUNA A.
TNMC Reg.No.91960

Abhishek
Dr. ABHJIT V. BORATNE,
M.B.B.S. M.D. PDMPE,
Professor & Head,
Dept. of Community Medicine,
MGMCRI - Pondicherry.

Surendran

Dr. SURENDRAN.V, M.D.,
Assistant Professor cum
Center in Charge - UHTC,
Dept. of Community Medicine,
MGMCRI & RI, Puducherry.

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Modules

Module 1: Understanding ePortfolios

Introduction

This is an introductory module on ePortfolios and no previous knowledge on the topic is required. The module provides an entry point to individuals and/or institutions that want to use and implement an ePortfolio for the first time or want to improve an existing ePortfolio or develop a new one.

Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Describe what an ePortfolio is from the user's perspective.
- Identify why users need an ePortfolio.
- Analyse a scenario in which an ePortfolio could be implemented to cover a need.





Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- What is an ePortfolio? What do you expect from an ePortfolio?
- Why build an ePortfolio? Why do you think the ePortfolio is a right or a wrong option?
- Why do you or your institution need an ePortfolio? What benefits do you expect from an ePortfolio?

Module 2: Set the ePortfolio Purpose/s

Introduction

The second module will let you gain more understanding of the potential of ePortfolios for multiple purposes. You will also contemplate ePortfolio's different perspectives regarding ownership, management, but above all, intentional use within a personal or institutional setting.

Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Establish a perspective for your ePortfolio (who are you? what's your role?)
- Identify the main purpose/s of your ePortfolio.
- Produce an initial scenario for building/exploiting your ePortfolio.

Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- How could ePortfolios be used to accomplish your needs?
- What could be the main purpose/s of your ePortfolio?
- Can one single ePortfolio be used for everything or do you need different ePortfolios for different purposes?





Module 3: Outline an ePortfolio Strategy

Introduction

This module will assist you in defining the initial steps of an ePortfolio strategy, including the basic structure, the kind of evidence you will present, who will have access (and under what circumstances) and the tools and services that better meet your aims.

Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Identify the key points for planning a successful ePortfolio solution.
- Develop a strategy prioritizing actions, tasks and decisions.
- Identify which ePortfolio tools are appropriate to achieve your objective(s).

Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- How will you structure your ePortfolio? What kind of evidence will you choose to include?
- How will you distribute the planned tasks into a timeframe?
- Which ePortfolio tools and functionalities are best aligned to your planned structure and the kind of artefacts you will present?

Module 4: Design an ePortfolio ecosystem

Introduction

Contrary to common belief, choosing an ePortfolio platform is not an essential part of creating an ePortfolio solution. What is essential is to create an ePortfolio eco-system where all stakeholders can interact as seamlessly as possible. This module will assist you in designing this context, which will “house” your and/or your users of the ePortfolio. The course module will not recommend any specific technical solution but will make some recommendations on the possible architectures for an ePortfolio eco-system. Note that in module 6 you will get more information on how to evolve your ePortfolio ecosystem into an more widespread organizational solution.





Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Based on your strategy set up a list of demands for your ePortfolio ecosystem
- Review whether your existing assets can be used as a possible infrastructure for ePortfolios
- Describe what practices the use of ePortfolio will replace, or how the use will change practice

Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- Do you have existing assets that could facilitate/hinder the implementation of an ePortfolio?
- What do you expect from the implementation of an ePortfolio?
- Do you plan to use ePortfolios to do what you are already doing or to change practice?

Module 5: Evaluate the ePortfolio Solution

Introduction

Not all ePortfolio initiatives include evaluation, but there are some benefits to it, that we would like you to consider. An evaluation of an ePortfolio initiative needs to be highly sensible to the different perspectives of the agents such as a student, a tutor, an employer or a practitioner. Also, an evaluation tool should be regarded as integrated part of the ePortfolio strategy and ecosystem - as the evaluation has impact on the setup, implementation and strategy as such. This module will assist you in deciding whether or not ePortfolio evaluation is something you should do. The course module gives you specific knowledge of one tool for evaluation.

Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- To decide whether or not ePortfolio evaluation is conducive to your purpose with the ePortfolio.
- To design an ePortfolio evaluation tool.





Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- What can be gained from evaluating the portfolio for your purpose?
- What are different evaluation methods, and for what purposes are they relevant?
- How can you use the resource to evaluate?
- When would it make sense in relation to your purpose to evaluate the ePortfolio?

Module 6: ePortfolio: From Standalone to Integrated Initiatives

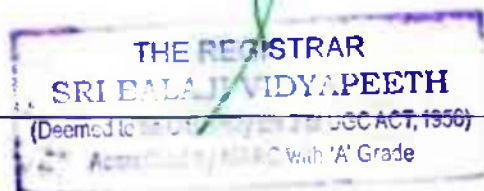
Introduction

One of the problems with ePortfolio initiatives is their fragmentation, including within an institution. Several ePortfolio initiatives within institutions only address one single function (e.g. Recognition of Prior Learning), a single course or discipline. There are also 'global' initiatives at institutional level, e.g. a capstone ePortfolio, that do not affect the way teaching and learning is managed in the rest of the institution.

The current fragmentation is also an indicator of the degree of maturity of ePortfolio initiatives: many ePortfolio initiatives are standalone initiatives led by enthusiast innovators. This raises a number of issues: sustainability, as initiatives might stop when the innovators move on or get tired, and also the return on investments (for innovators and learners), as the investment in ePortfolios is not valued beyond a course or a discipline.

Moving from a standalone to an integrated initiative is not a trivial process. The main issue is not technological but educational, organisational and managerial. For the ePortfolio not to become "one more thing to do on top of all the things that have to be done," which is more likely to lead to failure, developing an integrated approach to ePortfolios will require some changes within the institution in order to align its practice to the values embedded in the ePortfolios: authentic learning, authentic assessment, empowerment of learners as self-directed learners.

This module offers insights and perspectives regarding the process as well as a framework for transition from standalone to integrated initiatives.





Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Critically review a “successful” standalone initiative — strengths and weaknesses.
- Set the conditions for moving a successful standalone initiative into a successful integrated initiative.

Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- Are the learning and teaching foundations of your organisation “ePortfolio-ready”?
- What will you or your organisation have to change to fully benefit from ePortfolios? (for ex.: teaching-learning strategies, etc.)
- Do you have existing organisational processes that would be improved with ePortfolios?
- How will you use intrinsic motivation (of learners and staff) as the engine for ePortfolio practice?
- How will you avoid extrinsic motivation (of learners and staff) as an incentive for ePortfolio practice?
- How will you involve the stakeholders in the design, implementation and running of the ePortfolio initiative?

Module 7: ePortfolio: From Programmatic to Systemic Change

Introduction

When Jean Piaget describes the adaptation associated to a learning process through which awareness of the outside world is internalised, he identifies two types of changes: assimilation and accommodation. In *assimilation*, what is learned is incorporated without changing the internal structure of previous knowledge; the representation of the world remains structurally unchanged. In *accommodation*, what is learned creates a dissonance that requires a change in the structure to be fully assimilated — think of the battles of the Roman Catholics against Heliocentrism!

It is the same kind of difference between *programmatic* and *systemic* change. A *programmatic* change with ePortfolios can be found in the use of ePortfolios to support an



existing process, e.g. replace a dissertation with the presentation of an ePortfolio. A *systemic* change is about changing the structure of a curriculum, the structure of the organisation and/or its processes, e.g. removing grades and tests, learning through projects rather than disciplines, etc.

If learning is a combination of assimilation and accommodation, then a *learning organisation* should demonstrate its ability to combine *programmatic* and *systemic* change. Systemic change for the learning organisation is no more an option than accommodation is to the learning individual. The ability to recognise the need for and implement systemic change is the sign of a healthy learning organisation.

These are some of the issues that you will have the opportunity to address in this module.

Remark: there is no need to start with programmatic prior moving to systemic change. Systemic change can be planned at the start of an ePortfolio project.

Specific Learning Objectives of the module

At the end of this module the participants will be able to:

- Perform a critical analysis of an actual ePortfolio implementation using SWOT analysis
- Plan a systemic change based on the outcomes of the SWOT analysis.

Warm up questions

In the course of this module the participants will be invited to explore the following questions:

- Does your vision of ePortfolios entails a systemic change?
- Do ePortfolios loose any of their virtues when squeezed into the system as it is?
- Do ePortfolios call for a simple programmatic change or is a systemic change required to fully benefit from the ePortfolio promise?
- Is your organisation ready for a systemic change?
- Is a systemic change at organisational level enough? Should it be cross-organisational? Territorial?
- Could ePortfolios be used as transformative agents, creating the conditions for systemic change?

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MAHATMA GANDHI MEDICAL COLLEGE & RESEARCH INSTITUTE

MAIN CAMPUS OF SRI BALAJI VIDYAPEETH

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Torchbear for Tomorrow

Note: The module schedule and the contents are subject to change based on the feedback.

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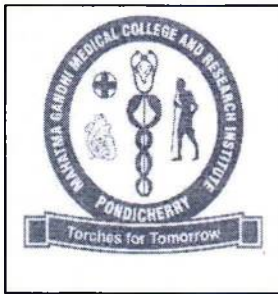
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Department of Community Medicine

Mahatma Gandhi Medical College & Research Institute

Name/ Title of the Program
Certificate course on ePortfolio training and management
Type of the Program
<i>(Please mention if this is a CME/CDE/CNE/conference/ workshop/ seminar/ symposium/ panel discussion/ Faculty development program/ student enrichment program/ alumni program/ Commemoration days; Also please mention the level, if this is at Regional/ National/ International/ Departmental, Institutional/ University level)</i>
Certificate Course
Conducted by
Department of Community Medicine
Date/ Time
October 11-13, 2019
Venue
Library, Department of Community Medicine
Target Audience/ Stakeholders
Teaching faculty from the streams of medicine, dental, nursing and allied health sciences. The course is also intended for students of medical institutions (both undergraduates and postgraduates), medical policy makers, practitioners, employees of various medical institutions and organizations
Number of participants registered / attended
19
Program sponsors
SBV
Credit points/ hours
2 UGC credit hours
Objectives of the Program (in bulleted list)
1. Review, present and interpret quantitative and qualitative information in e portfolio to develop lines of

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argument.

2. Communicate information, arguments, feedback and analyses accurately and reliably, orally and in writing.
3. Demonstrate and train others in initiatives and works in their own field using e portfolio platform, also maintain accountability in both personal and group contexts.

Activities conducted in the Program (in bulleted list)

Day 1 (11/10/2019)

Time	Topic	Resource Person
8.00 am -8.45 am	Registration of participants	All course co-ordinators
8.45 am - 9.15 am	Introduction to the course	Dr Suguna A
9.15 am -10.15 am	Introduction to e-portfolio and its functionalities	Dr Surendran V
10.15 am -10.45 am	Analysing scenarios for ePortfolio- Group discussion	All course co-ordinators
10.45 am - 11.00 am	Tea Break	
11.00 am - 12.00 Noon	Understanding multiple perspectives of ePortfolio	Dr Suguna A
12.00 Noon - 1.00 pm	Structure of an ePortfolio	Dr Sukanto Sarkar
1.00 pm - 2.00 pm	Lunch Break	
2.00 pm - 4.30 pm	Building an ecosystem surrounding ePortfolio - Demonstration and Discussion	All course co-ordinators

Day 2 (12/10/2019)

Time	Topic	Resource Person

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8.30 am - 9.00 am	Recap of yesterday's activity	Participants
9.00 am- 10.00 a.m.	Interaction among stakeholders	Dr Surendran V
10.00 am- 10.45 am	Involving stakeholders from your institute- Brainstorming and discussion	All course co-ordinators
10.45 am - 11.00 am	Tea Break	
11.00 am - 12.00 Noon	Integrated organisational implementation of e portfolio	Dr Jagan Mohan
12.00 Noon - 1.00 pm	How will you approach for integration? - Group activity	All course co-ordinators
1.00 pm - 2.00 pm	Lunch Break	
2.00 pm - 3.00 pm	Evaluation methods in ePortfolios	Dr Suguna A
3.00 pm - 4.30 pm	Demonstration of different evaluation methods	All course co-ordinators
Day 3 (13/10/2019)		
Time	Topic	Resource Person
8.30 am - 9.00 am	Recap of yesterday's activity	Participants
9.00 am - 10.00 am	Critical analysis of an actual ePortfolio implementation	Dr Surendran V
10.00 am - 11.00 am	Critical analysis- Group activity & Demonstration	All course co-ordinators
11.00 am - 11.15 am	Tea Break	
11.15 am - 12.15 pm	Implementing systemic change based on Critical analysis	Dr Suguna A
12.15 pm - 1.00 pm	Group discussion for implementing systemic change	All course co-ordinators
1.00 pm - 2.00 pm	Lunch Break	



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2.00 pm - 4.30 pm	Submission of e-Portfolios and discussion	All course co-ordinators
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Resource Persons involved				
S. No	Name	Designation	Department	Institute
1	Dr Abhijit V Boratne	Professor & Head	Community Medicine	MGMC&RI
2	Dr Suguna A	Assistant Professor	Community Medicine	MGMC&RI
3	Dr Surendran V	Assistant Professor	Community Medicine	MGMC&RI
4	Dr Sukanto Sarkar	Professor	Psychiatry	MGMC&RI
5	Dr Jagan	Professor	Medical Informatics	MGMC&RI
6	Dr Angusubalakshmi R	Postgraduate	Community Medicine	MGMC&RI

Detailed report of the program

Certificate course on ePortfolio Training and Management – Report

The department of Community Medicine organised the Certificate course on “ePortfolio Training and Management”. The course was envisioned to sensitize the participants to the process of implementing e-portfolios as a learning tool in their institutions. ePortfolios are becoming increasingly popular as a strategy to enhance traditional learning and teaching methods, record achievements, collect pieces of evidence to demonstrate the acquisition of competences, the Recognition of Prior Learning (RPL) or assist individuals with Personal Development Planning (PDP) and Personal Career Development (PCD). However, despite the growing interest in using ePortfolios for different purposes and in a variety of contexts of application, there is a lack of training activities to help individuals and/or organizations to implement and improve (if necessary) their practices with it. With this background as the need of the hour and also to foster ePortfolio

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initiatives we have developed the "Certificate course on ePortfolio Training and Management".

The expected outcomes from the course was to:

- Improve the skills and knowledge in e portfolio training and management
- Find closer links between assessment and learning by improving learning outcomes using assessment and providing feedback
- Enhance their knowledge in the assessment of areas that are difficult to assess by traditional methods in a wide range of clinical contexts which include attitudes, personal attributes, reflection and professionalism
- Enhance job opportunities as electronic platform for portfolio is the need of future

Course structure:

The course was structured as 3 days of classroom learning along with 16 hours of self-directed learning for ePortfolio creation and assignments completion. The course was organized into seven learning modules with a total workload of 2 credit points. Both the assignment and ePortfolio creation correspond to 16 hours of self-directed learning. There were 19 participants from pre-clinical, para clinical departments of MGMCRI and other institutes who got benefited by a series of lectures, discussion and hands on training by resource persons from various departments of MGMCRI.

Summary of events:

Course was conducted in the Library Hall, Department of Community Medicine, second

floor, college block, MGMCRI and was scheduled from 11th – 13th October 2019

(8.30 a.m. to 4.30 p.m.).

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Day 1 (11/10/2019):

The session started at 8.30 am with registration of participants, followed by introduction of all participants. Dr.Suguna, Assistant Professor cum Course co-ordinator, Department of Community Medicine oriented the participants with instructions about the course and a brief introduction about the course and its modules. The orientation session was followed by the "Introduction to e-Portfolio and its functionalities" by Dr.Surendran, Assistant Professor cum Course co-ordinator, Department of Community Medicine. Scenarios for ePortfolio was analysed by group activity session. Participation from everyone was ensured by the course co-ordinators. Next session was facilitated by Dr.Suguna, she gave an overview of "Multiple perspectives of ePortfolio". Following this, participants were introduced to the SBVU ePortfolio website. Hands on training was given for creating Journal, Page and Collection and how they can register their daily activities in the same. Assignment were given for all the participants to create a separate page in ePortfolio and link a journal.

Day 2 (12/10/2019):

Second day started with recap of the previous day's activities by Dr.Sivaprakasm, Second year PG, Department of Community Medicine, SLIMS, Puducherry. Previous day's assignment was assessed and discussed about how to incorporate the reflection part for all academic activities. Dr.Jagan, Head Of Department, Medical Informatics, MGMCRI gave a background about the origin of Portfolios in antique times and about the current organizational implementation of ePortfolios. Following this lecture, participants gained an insight about various outlooks of ePortfolios. Since ePortfolios is one of the common forum used by academicians of SBV university, Dr.Sukanto Sarkar introduced others forums available such as Trello, for recording daily activities. He also enlightened the importance of comments, reflection, feedback and peer reviews in ePortfolios. A brainstorming group discussion on how to approach for

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integrating ePortfolios provided more learning opportunities for all the participants. Every learning activity should be assessed by some or other evaluation techniques. A lecture on "Evaluation Methods in ePortfolios" was taken by Dr. Suguna. Course co-ordinators demonstrated the different evaluation methods in ePortfolios. At the end of second day, assignment was given for all the participants to record two important daily log activities and also to incorporate the reflection part.

Day 3 (13/10/2019):

Recap of second day's session was done by Dr.Mageshwari, First year PG, Department of Community Medicine, MGMCRI. Dr.Surendran discussed about the critical analysis of an actual ePortfolio implementation. The views were enhanced in a better way by demonstration and group discussion. Dr.Suguna discussed about implementing systemic change based on the critical analysis. The course ended with submission of ePortfolios assignment by all the participants and assessed by the course co-ordinators using standard evaluation criterias.

Report summary:

<u>S.No</u>	<u>Activity</u>	<u>Description</u>
1.	Type of course	Certificate course
2.	Course name	Certificate course on ePortfolio Training and Management
3.	Course code	1901604001/ 1902604001
4.	Venue	Library hall, Department of Community Medicine, 2 nd floor, College block, MGMCRI

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5.	Date	11.10.2019 to 13.10.2019
6.	Time	8.30 am to 4.30 pm
7.	Credit points	2 UGC credit hours
8.	Course Co-ordinators	1. Dr. Abhijit V Boratne, Professor & Head, Department of Community Medicine 2. Dr. Suguna.A, Assistant Professor 3. Dr. Surendran.V, Assistant Professor
9.	Resource persons	1. Dr. Abhijit V Boratne, Professor & Head, Department of Community Medicine 2. Dr. Suguna.A, Assistant Professor, Community Medicine 3. Dr. Surendran.V, Assistant Professor, Community Medicine 4. Dr. Sukanto Sarkar, Professor, Psychiatry 5. Dr. Jagan, Head Of Department, Medical Informatics 6. Dr. Angusubalakshmi.R, Post Graduate, Community Medicine
10.	Number of participants	19

Summary of the report

(in minimum 150 words, in a prose format for web information, social media and press)

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The department of Community Medicine organised the Certificate course on “ePortfolio Training and Management”. The course was envisioned to sensitize the participants to the process of implementing e-portfolios as a learning tool in their institutions. ePortfolios are becoming increasingly popular as a strategy to enhance traditional learning and teaching methods, record achievements, collect pieces of evidence to demonstrate the acquisition of competences, the Recognition of Prior Learning (RPL) or assist individuals with Personal Development Planning (PDP) and Personal Career Development (PCD). However, despite the growing interest in using ePortfolios for different purposes and in a variety of contexts of application, there is a lack of training activities to help individuals and/or organizations to implement and improve (if necessary) their practices with it. With this background as the need of the hour and also to foster ePortfolio initiatives we have developed the “Certificate course on ePortfolio Training and Management”. The course was structured as 3 days of classroom learning along with 16 hours of self-directed learning for ePortfolio creation and assignments completion. The course was organized into seven learning modules with a total workload of 2 credit points. Both the assignment and ePortfolio creation correspond to 16 hours of self-directed learning. There were 19 participants from pre-clinical, para clinical departments of MGMCRI and other institutes who got benefited by a series of lectures, discussion and hands on training by resource persons from various departments of MGMCRI. The participants showed great enthusiasm and participated actively during the interactive sessions, We received positive feedback regarding the course from the participants who found it useful.

Feedback analysis/ interpretation and future action plan for further improvement in Quality

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1. We were very happy with the proceedings of the course.
 2. The course content was very apt to the medical field.
 3. It was very difficult to come to the sessions on weekends (Saturdays and Sundays).
 4. No lunch was provided.
 5. No separate hall was provided.
 6. The name of the course could have been better.
 7. Internet connection was patchy.
 8. The resource person were very much approachable and clarified all our doubts.
 9. The update for the course notifications was conveyed through whats app which was convenient for us.
 10. We would like to come for the course only on weekdays.
 11. Theory sessions were quite exhaustive.
 12. We would like to have more hands-on training.
- Please find the feedback in graphical form attached separately.

Please ensure if the following enclosures have been attached.

Enclosures Check List			
Invitation/ Brochure/ Circular	Yes	Analyzed feedback report in graphical form	Yes
Sample certificate	Yes	Geo-tagged good quality photographs <i>(enclose separately as attachment as well as in word document with legends)</i>	Yes
Sample feedback form	Yes	Any other (Please type here)	Nil

Compiled by: Dr.Jyothi. Vasudevan

(Name/ Signature with Date)

Endorsed by:

(Name/ Signature with Date)

Jayaram
 Dr. JAYARAM CHANDRAN, B. M.D.
 ASSOCIATE PROFESSOR
 DEPT. OF COMMUNITY MEDICINE
 MANATNA GANDHI MEDICAL COLLEGE
 & RESEARCH INSTITUTE, PUDUCHERRY-607402

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MEDICAL COLLEGE &
RESEARCH INSTITUTE**
Pillaiyarkuppam, Pondicherry - 607 403

CERTIFICATE COURSE IN e-PORTFOLIO TRAINING AND MANAGEMENT

This is to certify that

Mr./ Mrs./Ms. /Dr.

was a invited Resource Person for the Certificate Course in e-Portfolio Training and Management

with..... TWO credits,

conducted by the Department of Community Medicine, MGMCRI,

Sri Balaji Vidyapeeth, Deemed-to-be University, Puducherry,

from 11th October to 13th October , 2019.

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Prof. Abhijit V Boratne
Course Co-ordinator

Prof. M. Ravishankar
Dean, MGMCRI



Certificate course on ePortfolio training & management

Enrolled list of students for Course on ePortfolio training & management



S.No	Name	Designation	Department	Institute	Email ID	Contact Number
1	Dr Abinav. S	Postgraduate	Community Medicine	MGMC&RI	abisiva9419@gmail.com	7373946369
2	Dr Angelin. R.G	Postgraduate	Community Medicine	MGMC&RI	angelinrajan13@gmail.com	9488212728
3	Dr. Divyabharathi. R	Postgraduate	Community Medicine	MGMC&RI	drdivyabharathy@gmail.com	7094344720
4	Dr Mageshwari.M	Postgraduate	Community Medicine	MGMC&RI	dr.keerthi.murugan@gmail.com	9791632586
5	Dr Lakshmi Sri V	Postgraduate	Microbiology	MGMC&RI	lakshmisri.1995@gmail.com	9566772793
6	Dr Gunavathy. G	Postgraduate	Microbiology	MGMC&RI	guunaa1988@yahoo.co.in	7639223461
7	Dr Ajit Kumar. J.T	Postgraduate	Physiology	MGMC&RI	ajit.madurai@live.com	9629523123
8	Dr. Divya. V.M	Postgraduate	Microbiology	MGMC&RI	divyamurthi2016@gmail.com	8220858256
9	Dr Niveetha S	Tutor	Physiology	MGMC&RI	dr.aroune@gmail.com	9786066629
10	Dr Sushant Singh	PHD scholar	Yoga Therapy	MGMC&RI	sushantsingh8@hotmail.com	8600747781
11	Dr Chandra Kant Prakash	Diploma Scholar	Yoga Therapy	MGMC&RI	powerbychandra@gmail.com	7428263626
12	Dr Gayathri S	Assistant Professor	Community Medicine	MGMC&RI	dr.gayathri90@gmail.com	9751719973
13	Dr Arun S	Assistant Professor	Community Medicine	MGMC&RI	dr.aroune@gmail.com	9786066629
14	Dr Jyothi.V	Assistant Professor	Community Medicine	MGMC&RI	Dr.jyothivasudevan@gmail.com	9443843304
15	Dr Jayaramachandran S	Associate Professor	Community Medicine	MGMC&RI	jayaramachandrans@mgmcri.ac.in	9894080730
16	Dr Amrit Mishra	Tutor	Community Medicine	MGMC&RI	amritmishra92@gmail.com	9487738287
17	Dr Sivapragasam R	Postgraduate	Community Medicine	SLIMS	sivapragasam66@gmail.com	9363102915
18	Dr Vinod Babu S	Assistant Professor	Biochemistry	MGMC&RI	drvinodbabu@gmail.com	9994222172
19	Dr Kuzhandai velu	Tutor	Biochemistry	MGMC&RI	kuzhandaiv@mgmcri.ac.in	9789441183

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