

Webfolio

Building blocks provide sample REfLECT session structures. See the example Session Frameworks for ideas on how to integrate the different elements within one session. This building block can be used in conjunction with:

1.0 About the learners;

2.0 Aims and objectives;

3.0 Session framework;

4.0 Associated building blocks;

5.0 Tipsheets; ***Creating a webfolio; Editing a webfolio***

6.0 Scenarios; ***Developing Resources; Peer Observation; Personal Development***

Time	4.0 Connection Activity:	4.1 Colleague Activity:
00:00	Introduction to the session and logging in.	Active listening and members to log in to REfLECT through the IfL website using their IfL membership numbers.
00:05	Show a completed webfolio highlighting the banner design, the interactive pages and the text and links within the text on the individual pages.	Active listening / participating in a discussion around what exactly is a webfolio (the use of examples here is vital as colleagues find it hard to visualise what a webfolio is and this can prove a barrier when discussing applicability).
00:10	Select create new, webfolio . Work through the record demonstrating how the different steps work. In step 4, enter three page titles and then view the webfolio. Reinforce that this is the creation of the webfolio and the next step is to add content.	Colleagues to create their own webfolio and choose template and navigation style. Colleagues to enter three pages i.e. <ul style="list-style-type: none"> • Introduction • Specialist subject • My CPD

00.20	<p>From step 4 select a page to edit (double click on the page title or highlight the page title and select the edit icon at the bottom of the pad). Explain the different icons on the toolbar and demonstrate how text is inputted into the editor. Show how to make links within the text to assets, websites and emails, insert a multimedia element and write an info tip.</p>	<p>Colleagues to open their webfolio editor and enter text in all 3 pages. Each page should contain at least a paragraph of writing, 3 links and a multimedia element.</p>
00.30	<p>Feedback and end of session</p> <p>Top Tip! Facilitate a group discussion on styles, formats and content of a webfolio for different audiences. Choose 4 audiences: IfL, current institution, other professional body and a set of students.</p>	<p>Participation in a question and answer session.</p> <p>Questions that may need to be addressed are: The webfolio can be shared with anyone regardless or not if they have a REfLECT account. A webfolio could be created and shared with students as an information or learning tool.</p> <p>Custom templates can be created from uploaded photograph size 960 x 200 pixels.</p> <p>If you make a link within the text to a picture asset, it is displayed in the text as a thumbnail image.</p>