

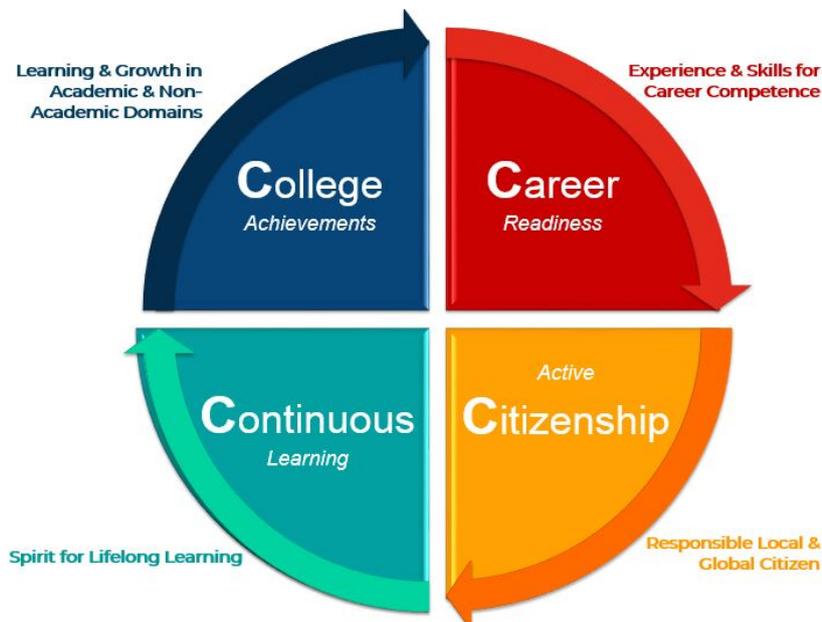
---

## SUSS E-portfolio Framework

The creation and maintenance of an electronic portfolio (e-portfolio) is an experiential graduation requirement for all full-time SUSS students. The purpose of the SUSS e-portfolio is to showcase a thoughtful selection of reflections, work samples and artefacts that demonstrates significant learning, critical thinking and growth. It also serves as a developmental tool for self-actualisation and lifelong learning.

The 4 key domains that students must include in their e-portfolio are: *College Achievement*, *Career Readiness*, *Active Citizenship* and *Continuous Learning*. These domains reflect the knowledge, skills and attitudes that SUSS aspire our students to have.

Students are strongly advised to start their e-portfolios once they embark their learning in SUSS. They should submit their e-portfolios for assessment 6 months before graduation, in accordance to the assessment rubrics.



## SUSS E-portfolio Assessment Rubrics

The student's e-portfolio will be assessed 6 months before graduation. There are three possible bands of achievement for this graduation requirement: **Pass with Distinction**, **Pass** and **Fail**. A "Fail" grade will result in the student not being able to graduate. The assessment criteria is shown in the table below.

	<b>Pass with Distinction</b> <i>(Pass with Distinction if met requirements with distinction in QE AND CA, CR, AC or CL)</i>	<b>Pass</b> <i>(met requirements in all components)</i>	<b>Fail</b>
<b>Quality of E-portfolio (QE)</b>	<p><b>Comprehensive and insightful personal profile</b> with profile picture, introduction, resume and LinkedIn profile that demonstrates the <b>values, strengths, motivations, life goals and experiences of the individual</b></p> <p><b>Purposeful selection of artefacts</b> that strongly enhances the personal profile</p> <p><b>Insightful reflections</b> that explain <b>clear connections between artefacts to learning and/or career objectives</b></p> <p>Layout has an attractive design that is <b>well-structured</b> and <b>user-centric</b></p>	<p>Personal profile with profile picture, introduction, resume and LinkedIn profile that demonstrates the values, strengths, motivations, life goals and experiences of the individual, but has minor gaps in insights and comprehensiveness</p> <p>Selection of artefacts that enhances the personal profile to some extent</p> <p>Reflections that explain some connections between artefacts to learning and/or career objectives</p> <p>Layout and design is structured and logical</p>	<p>Personal profile is shallow and lacks insights.</p> <p>Limited or no artefacts to enhance personal profile</p> <p>Limited or no connection between artefacts to learning and/or career objectives</p> <p>Layout and design is unattractive and illogical</p>
<b>College Achievement (CA)</b>	<p>Showcased <b>at least 7</b> distinct projects in academic and non-academic domains, substantiated with a large <b>variety of artefacts</b> (e.g. certificates, applied projects, photos, videos, web links, testimonials, reflections, work samples)</p> <p><b>Connection between artefacts to learning objectives are clearly explained</b> to demonstrate significant learning and growth</p>	<p>Showcased at least 4 distinct projects in academic and non-academic domains, substantiated with some variety of artefacts</p> <p>Connection between artefacts to learning objectives are explained to some extent to demonstrate learning and growth</p>	<p>Showcased less than 4 distinct projects</p> <p>Limited or no connection between artefacts to learning objectives</p>
<b>Career Readiness (CR)</b>	<p>Completed and passed Work Attachment, Work-Study or Practicum as required by major</p> <p>Showcased <b>at least 8</b> outstanding artefacts that demonstrate preparedness for a career</p>	<p>Completed and passed Work Attachment, Work-Study or Practicum as required by major</p> <p>Showcased at least 5 artefacts that demonstrate preparedness for a career</p>	<p>Did not complete or pass Work Attachment, Work-Study or Practicum as required by major</p> <p>Poor demonstration of career preparedness with fewer than 5 artefacts</p>
<b>Active Citizenship (AC)</b>	<p>Pass with Distinction under <i>Community Engagement OR Overseas Experience</i> assessment</p>	<p>Pass under <i>Community Engagement AND Overseas Experience</i> assessment</p>	<p>Fail under <i>Community Engagement OR Overseas Experience</i> assessment</p>
<b>Continuous Learning (CL)</b> - Self-Initiated Learning - Future Learning Plan	<p>Showcased <b>at least 5</b> distinct self-initiated learning experiences that were not mandated by the university, for personal and professional development</p> <p>Articulated <b>clear and purposeful future learning plans/ goals</b>. Identified <b>at least 3 SUSS CET courses</b> for future study</p> <p><b>Connection between artefacts</b> (e.g. certificates, applied projects, photos, videos, web links, testimonials, reflections, work samples) <b>to learning objectives are clearly explained</b> to demonstrate significant learning and growth</p>	<p>Showcased at least 3 distinct self-initiated learning experiences that were not mandated by the university, for personal and professional development</p> <p>Articulated future learning plans/ goals to some extent. Identified at least 1 SUSS CET course for future study</p> <p>Connection between artefacts to learning objectives are explained to some extent to demonstrate learning and growth</p>	<p>Showcased less than 3 distinct self-initiated learning experiences that were not mandated by the university</p> <p>Limited or no articulation of future learning plans and goals. Did not identify CET courses for future study</p> <p>Limited or no connection between artefacts to learning objectives</p>