

# Syllabus

## *Course Description*

Course Title	The teacher's portfolio
Course Code	84001
Course Title Additional	
Scientific-Disciplinary Sector	PAED-01/A
Language	Italian
Degree Course	Training Course for the teaching qualification procedure
Other Degree Courses (Loaned)	
Lecturers	
Teaching Assistant	PhD Francesca Ravanelli
Semester	All semesters
Course Year/s	1
CP	0
Teaching Hours	16
Lab Hours	0
Individual Study Hours	0
Planned Office Hours	0
Contents Summary	<p>The first module is cross-cutting and serves to summarize and expand, through constant updating, the entire training pathway. Participants are asked to create a digital portfolio that includes - starting from a reflection on both their strengths and areas for potential personal development - documentation, reflection, and reinterpretation of their professional practice, including a critical reflection on a class project.</p> <p>The digital portfolio will be created using the Mahara platform, which is already used by Education students at Unibz and will be made available to vocational education teachers. On this platform, teachers will find a portfolio layout specifically designed for their needs and activities. Throughout the course, they will use it to document: (a) the development of their personal and professional identity, (b) evidence of classroom application of the pedagogical</p>

	and didactic principles addressed in the lessons, (c) their reflections on personal and professional growth. Ongoing support will be provided for the creation, updating, and guidance in writing this digital portfolio.
<b>Course Topics</b>	<ul style="list-style-type: none"> <li>- The portfolio: a tool that supports personal and professional growth: the importance of documentation, reflection, and self-assessment.</li> <li>- Starting from myself: revisiting the analysis of one's own starting point in this second phase of training, identifying personal strengths and areas to be further developed (from memory to future vision).</li> <li>- The competent and inclusive teacher: from theory to practice.</li> <li>- The toolbox: exploration of tools, including digital ones, that can enhance students' motivation and the effectiveness of teaching.</li> <li>- The interconnection between design, assessment, and teaching activities (classroom visits on professional practice).</li> <li>- Reflection on teaching practice and on personal and professional growth.</li> </ul>
<b>Keywords</b>	Professional growth, reflection, documentation, inclusion, self-assessment.
<b>Recommended Prerequisites</b>	Access to the previous portfolio.
<b>Propaedeutic Courses</b>	
<b>Teaching Format</b>	<p>The topics will be presented through participatory activities:</p> <ul style="list-style-type: none"> <li>- Brainstorming on the different topics.</li> <li>- Small group work and plenary discussions.</li> <li>- Workshop activities focused on the use of the proposed digital tools.</li> <li>- Cooperative texts to be used as resources in the development of one's personal portfolio.</li> </ul>
<b>Mandatory Attendance</b>	In accordance with the regulation
<b>Specific Educational Objectives and Learning Outcomes</b>	<p>At the end of the course (16 hours), teachers/students who have participated consistently will be able to:</p> <ul style="list-style-type: none"> <li>- Use the various tools and features provided by the digital platform.</li> <li>- Select and analyze materials to be included in the portfolio in order to document the development of their professional skills.</li> <li>- Reflect on the value of the portfolio in relation to personal and professional growth.</li> </ul>

	<ul style="list-style-type: none"> <li>- Produce artefacts, including digital ones, that highlight and showcase their strengths, growth, teaching practices, and reflections.</li> <li>- Develop an openness to innovation in teaching practices and embrace a dynamic view of intelligence</li> <li>- Build their own portfolio by documenting their distinctive competencies.</li> </ul>
<b>Specific Educational Objectives and Learning Outcomes (additional info.)</b>	
<b>Assessment</b>	not provided
<b>Evaluation Criteria</b>	not provided
<b>Required Readings</b>	<p>Extracts provided during the course in the form of a handout:</p> <p>Dario Ianes, Sofia Cramerotti, Laura Biancato, Heidrun Demo. (2019). <i>Il manuale dell'expert teacher. 16 competenze chiave per 4 nuovi profili docente</i>. Erickson.</p> <p>P.Cesare Rivoltella, (2025). <i>Dire la scuola. Lessico minimo</i>. Scholé.</p>
<b>Supplementary Readings</b>	
<b>Further Information</b>	
<b>Sustainable Development Goals (SDGs)</b>	Reduced inequalities, Quality education