EDU 7801 - Digital Portoflio

Professor:

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Office Hours
Arranged on a call by call basis

Course Description

Educational leaders are now expected to know the essential elements of a broad spectrum of leadership and educational theories related to successful practice. To develop an understanding of the principles of professional reflective practice while skillfully applying theory to successful administrative planning and decision-making is an essential characteristic of good practice. Thus, the intent of this course is to present the principles and characteristics of reflective practice, scientific inquiry, and theory application through the development and implementation of a professional, on-line, digital portfolio. The portfolio will ultimately be utilized as the student comprehensive doctoral examination for certification as a doctoral student.

To accomplish those goals, this course aims to:

Explain the levels of inquiry and the essential principles of reflective practice through the use of professional portfolios.

Develop the on-line technical and analytical skills to develop and expand professional portfolios through consistent, integrated, holistic strategies, rather than isolated, disaggregated responses.

Understand the broad perspective that integrates and applies the contributions of research experience with leadership through a portfolio.

Apply theory, always illustrated by concrete examples, to be used as tools for solving real problems through the development of a portfolio.

Present case problems and illustrations from actual leadership experiences using a digital portfolio.

Identify the complexities and ambiguities of research and its application to the field within a portfolio.

Provide a systems approach, which recognizes that there are no neat research answers to the array of organizational complexities facing leaders using a professional portfolio.

Course Prerequisites

Doctoral program admission or by special permission of instructor or Dean.
Some familiarity with IBM-compatible personal computer and the Windows operating system is recommended.

Class Meetings/Times

Per Doctoral Program Approved Schedule

Skill-Based Teaming

Each seminar will be conducted by a professor with applied research experience and school administration certification. When appropriate, participants may be divided into teams in order to work on class projects designed to introduce and strengthen newly acquired skills in the technical development of the portfolio.

Computer Laboratory Experience

Course participants will use IBM laptop computers for completion of several assignments. Assignments will be closely coordinated with the topic and course participants will be expected to perform computer tasks involving other software sources such as word processing, spreadsheets, business graphics and data-analysis software.

Course Credit

Participants may register for **EDU 7801-Digital Portfolios** earning three graduate credits to be applied towards meeting the course requirements of the St. John's University Doctoral (Ed.D.) degree program.

Course Requirements

There will be a number of reading assignments, online experiences and problem sets leading up to a culminating project. All portfolio task sets will involve classroom content and computer utilization. Students are expected to complete all task sets no later than the end of class of the second weekend meeting.
1. Class assignments, presentations and group work will account for 40% of the final grade
2. Completed draft portfolios will account for 60% of the course grade.

Culminating Project

You will be asked to complete the preparation, analysis and research of an on-line digital portfolio. A final presentation to the class illustrating the development and implementation of your working draft professional portfolio will complete the culminating class project. A more complete detailing of the final project and the procedures to be followed will be discussed in class.

Course Texts

The course draws primarily from a series of texts, selected readings, and multiple supporting texts. Supplemental texts will be available in the doctoral center office. Students are encouraged to expand their readings beyond this recommended list of sources.

Recommended Portfolio Resource Texts:

Cambridge, B.L., et al, Electronic Portfolios, American Association for Higher Education (AAHE), Washington, D.C., 2001. ISBN 1-56377-050-4

Campbell D., et al., How to Develop a Professional Portfolio, Allyn and Bacon, Boston, 2001. ISBN 0-205-31979-3

Constantino, P. and De Lorenzo, M., Developing a Professional Teaching Portfolio, Allyn and Bacon, Boston, 2002.

ISBN 0-205-32955-1

Paris, S. and Ayres L., Becoming Reflective Students and Teachers with Portfolios and Authentic Assessment, American Psychological Association, Washington, D.C. 1999. ISBN 1-55798-252-x

Bernhardt, V., The School Portfolio: A Comprehensive Framework for School Improvement, Eye on Education, Larchmont, NY, 1999. ISBN 1-883001-64-1

Wyatt, R. and Looper, S., So You have to Have a Portfolio; A Teacher's Guide to Preparation and Presentation, Corwin Press, Thousand Oaks, CA, 1999. ISBN 0-8039-6822-1

Campbell, D. et al, Portfolio and Performance Assessment in Teacher Education, Allyn and Bacon, Boston, 2000. ISBN 0-205-30850-3

Kimball, Miles, The Web Portfolio Guide, Longman, New York, 2003. ISBN 0-321-09345-3

Lyons, N.,(Ed.) With Portfolio in Hand: Validating the New Teacher Professionalism, Teachers College Press, New York, 1998 ISBN 0-8077-3717-8

Course Reading Assignments

> **EDU 7801: Digital Portfolios**
> As directed by the professor from the above texts

Course Outline

> **Lecture 1**
> - Workflow in the Course
>   - Drive / Plus / Hangouts
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> **Lectures 2-3**
> - The Basics of HTML - Code Academy
> - Website Design
>
> **Lectures 3-5**
> - The Essential Elements of Professional Portfolios: Concepts and Constructs
> - The Five Folios of the SJU Portfolio
> - Migrating Resource Materials into the Digital Portfolio
>
> **Lectures 6-7**
> - Journals
> - Digital tools in the Dissertation process
>
> **Lectures 8-9**
> - Basic Statistics
> - Web-based resources for the Doctoral Candidate