**Upper Iowa University Nursing Program ePortfolio Guidelines**

A portfolio is a means to organize and display your personal and professional accomplishments.  In your case, an electronic portfolio (e-portfolio) functions as a personalized website where those you share it with can view your work.  Each student's e-portfolio is housed within the Upper Iowa University learning management system [uiuLearn](https://upperiowa.brightspace.com/d2l/login), which allows you to build your site as you progress through the nursing program.  The e-portfolio is secured and remains private until you choose to share it with others.

**Objectives:**

* Compile items into an ePortfolio throughout the RN-BSN program
* Demonstrate the use of technology to compile a professional electronic portfolio
* Reflect upon personal and professional strengths and weakness/es
* Demonstrate student professional growth throughout the program
* Development of self-assessment and self-reflective skills
* Document professional development and accomplishments
* Demonstrate that RN-BSN student program goals and outcomes have been met
* Provide documentation for program evaluation purposes

**ePortfolio Contents**

The portfolio will be divided into *pages* in the ePortfolio in uiuLearn Brightspace/D2L and contain the following information in the specified order.

**1. Personal Introduction/My Journey**

* This can be a narrative, video clip, YouTube video, or an audio clip describing you to the reader. If you choose not to upload a video then upload a professional picture of yourself. You may want to share about your family, hobbies, where you have lived or anything about yourself that will help the reader understand who you are. Include why you became a nurse and what motivates you to continue in nursing. Describe how you got to where you are today.

**2.** **Professional Experience (Resume or Vitae)**

* + A professional resume/CV illustrates your work and educational history. Your resume tells a brief story about you. It is your ‘first impression’ to a potential employer or educational institution.
  + You should include:
    - professional objective
    - education (reverse chronological order)
    - healthcare work experience (reverse chronological order)
    - professional memberships/activities
    - special skills (describe skills you’ve acquired that relate to the setting you wish to enter or be employed)
    - honor/awards/certifications
    - community activities
    - optional: 1-2 letters of recommendation, describe your relationship to the person who wrote the letter

**3.** **Philosophy of Nursing**

A professional philosophy should express your beliefs regarding the nursing profession and your professional role. It communicates the core values underlying your professional practice and conduct. There is no length requirement for your statement; however, you must clearly communicate the following:

* Discuss your values and beliefs (personal and professional) as they relate to nursing
* Description of how you promote exemplary nursing practices
* Commitment to your patients, community and profession
* Read [Articulating Your Philosophy of Nursing](file:///C:\Users\thueraufl\Dropbox\1_Dropbox%20Stuff\6_UIU\2_e-Portfolio_Across_the_RN-BSN_Curriculum\Denehy_2001_Articulating_your_philosophy.pdf) to assist you with developing your philosophy of nursing

**4**. **Professional Short Term & Long Term Goals**

* Use the [SMART](file:///C:\Users\thueraufl\Dropbox\1_Dropbox%20Stuff\6_UIU\2_e-Portfolio_Across_the_RN-BSN_Curriculum\SMART%20Goal%20Setting-2.docx) goal format to develop your goals.
* Describe your long term (3-5 years) goals.
* Describe your short-term (6 months-2 years) goals.

**5. Professional Development Plan**

* Discuss and demonstrate your plan in continuing your commitment to life-long learning (e.g. obtaining a certification, obtaining a master’s degree, etc.).
* Include professional certifications, special awards or recognition, and copies of certificates you have received.
* Include any membership to professional organizations.
* Include any subscriptions to nursing journals

**6. Personal – Include at least three (3) of the items below.**

* Cultural and/or Religious Activities – such as choir member, church volunteer
* Personal Interests and Activities – e.g. sports and leisure time activities or anything that adds to the whole picture of who you are as a person and a nurse
* Thank you cards, notes, and/or letters from patients, families, colleagues, managers, others
* Favorite inspirational poems or quotes
* Community Service

**7. Student Program Goals and Learning Outcomes**

Refer to the website [Upper Iowa University Nursing Program ePortfolio](https://uiunursingeportfolio.weebly.com/) for documents and further instructions for completing this portion of the ePortfolio.