

WAT PERSONAL LEARNING PORTFOLIO

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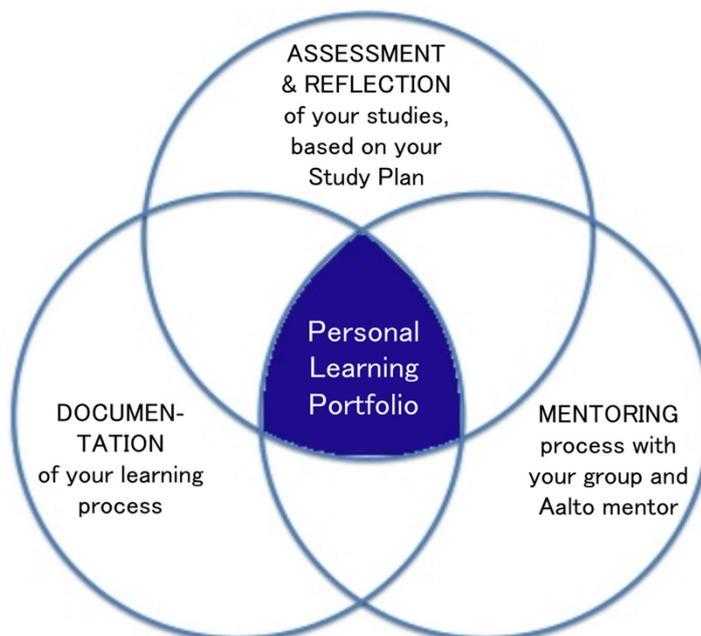
WHAT: You will create your Personal Learning Portfolio (PLP) as part of your studies at Master's Programme in Water and Environmental Engineering (WAT).

Portfolio forms a part of the course WAT-E1100, and since autumn 2022 you have to submit **two versions of your portfolio**: one during the first spring of your WAT studies and the final portfolio version at the end of your Master's studies.

Your portfolio is, however, **as much about the process of creating and revising your portfolio as it is about the final product**. We therefore strongly recommend you to write the first version of your portfolio already after the WAT course, and revise it slightly after each semester to correspond the additional competences and insights you have gained from your studies as well as other activities.

WHY: The portfolio process supports you in your studies. The portfolio process seeks to do this in three main ways: 1) it helps you to plan your studies and future career, 2) provides a way to assess and reflect what you learn during your studies, and 3) documents this all in a way that is beneficial for you when you for example apply for a job.

Your portfolio is together with your study plan also the main document that you share with your mentor. The portfolio is thus used as an 'object' that guides and gives structure for your discussions with your Aalto mentor.



Adapted from John Zubizarreta: The Learning Portfolio - Reflective Practice for Improving Student Learning

HOW: The format of the portfolio is for you to choose, and you can also change the format during the process: your portfolio can thus be e.g. a Word document, powerpoint presentation or a personal website. Please note, however, that the portfolio should always include two main parts i.e. 1) Current status, and 2) Future plans.

While your Master's courses will be the core of your portfolio, you can also document in your portfolio learning from related activities, such as work experience or activities in student associations and/ or in your hobbies.

The easiest way to start writing your portfolio is to **use the Word template below**. Please note that while it is structured around those two main parts, you can modify its actual contents as you see best.

Portfolio process: key milestones

The portfolio process consists of following compulsory parts:

- Creating your own Personal Learning Portfolio & submitting it twice to MyCourses
- Meetings with your mentor-group for peer support before the submission of your first portfolio in the spring of your first year studies
- Meetings with your Aalto Mentor; submitting the first version of your portfolio to them before the spring meeting during your first year studies
- Attending WAT Synthesis session at the end of your first WAT year
- Attending the Master's thesis process (see WAT Into for more)

We also highly recommend you to attend the Aalto Career Services activities as well as make use of Aalto courses on these themes.

TEMPLATE: WAT Personal Learning Portfolio

Each portfolio must answer to the following key questions:

1) Current status: WHAT ARE MY CURRENT KNOWLEDGE & SKILLS?

What is my current level of expertise in my field?
What have I learned so far during my studies?
What other experience I have?

→ This is the main question you should answer in your portfolio

You should group your learning according to three criteria:

- Knowledge
- Skills
- Identity / Attitude ('general working-life skills')

2) Future plans: WHERE DO I WANT TO GO + HOW DO I GET THERE?

What I want to achieve during my studies?
What is my plan for my future career?
What kind of knowledge and skills I still need?
What kind of courses and activities will provide those?

These questions help you to plan your studies and career,
and reflect what you have learned so far

In addition to these two parts, your portfolio should include two Annexes:

- Current version of your Personal Study Plan
- Short record (100-200 words for each meeting) of your Group Meetings and Mentor Meetings, describing how they have contributed to your portfolio process (what you discussed and how it influenced your portfolio process).