

## Questions for Accomplished Users of Electronic Portfolios in Teacher Education

### Questions for Administrators/Leaders

Name \_\_\_\_\_ Location \_\_\_\_\_ Date \_\_\_\_\_

Intro: Review human subjects form/purpose of the study

1. Background: I'd like to begin with a little background on your work at \_\_\_\_\_.  
What is your current job title? How long have you been serving in that capacity?

### Paper Portfolio Use

\*\* Cut questions 2-5 for some administrators.

2. Did students in the program create paper portfolios before they became electronic? If so, when? (A1)
3. Was this part of a program-wide effort or just in individual courses? What was the purpose of the paper portfolio? (A1)
4. What was included? Was it evaluated? By whom? (A1)
5. Was that portfolio aligned the faculty's philosophy of learning and assessment? (A1) (N2)
6. What's your sense of the impact of prior use of paper portfolios on your use of electronic portfolios (EPs) in the teacher education program? (S6)

### Electronic Portfolios

7. Were you involved in conceptualizing and planning the EP program? What is your current role? (A1, S1)
8. What was the main purpose of the electronic portfolio program when adopted? Has the main purpose evolved over time? (N1, S1, A1)
9. Where are you personally regarding your comfort level with the technology skills needed for the EP program? The other faculty members?
10. What was initially included in students' portfolios when the program was first implemented? Have these elements changed over time? (A2, S2)
11. Are there currently any checkpoints in the program? Has this changed over time? (A2, S2, S4)

12. Initially how were the EPs assessed? (Probe about cross-section planning of assignments, rubrics, rater training). Has this process evolved? (S3)
13. In a prior question, you discussed what you believe are the main purposes of using EPs in your program. Do you believe that the various purposes of the EP program are compatible? (learning and assessment or accreditation and learning) (N2)

\*\* Not for some administrators

14. Initially was there an exit portfolio and interview? Who participated in the exit interview? What is your sense of this process and has it supported the goals of the program? Has this process evolved over time? Would you consider this high stakes assessment for your students? (S4, S2)

\*\* For Dean & other leaders if appropriate

We're interested in how you might use the EP system for program review and accreditation. Could you talk about that? Do you have a plan for aggregation of data? (S5)

15. What is your sense of the impact of the EP program on your teacher education program? (curriculum planning, course design, outcomes) (S5)
16. Can you estimate how much of your time the EP program requires? For faculty? Students? Assessment coordinator? Staff? (S4)
17. Can you talk about your choice for the applications that you're currently using for your EPs and your thoughts about where you might going? (e.g., web templates, MS Office, commercial systems, etc.) (S7)
18. What was the student reaction to EP? Have their reactions evolved over time? (S4)
19. What is the level of support available to students for EP use by faculty and students? What support would be helpful to them? (A2)
20. Did your unit get external funding to support the start-up of your EP program? If so, please describe. (N1, S1, A1, N3)
21. What are the major obstacles to the use of EP in teacher education? (A3)
22. What are the benefits of the EP program? To faculty? Students? Program? Administrators? (N4)
23. What do you see as the costs of implementing the EP program? For students, faculty, and the university in terms of money, time and effort? (N4)

\*\* For those who have used grant monies, probe about what it might cost others to do without that.

24. To what do you credit the progress your school has made in its program wide use of EPs? (A2, A1)

25. What is your advice for others who want to get started? What are the key elements necessary for an EP program to succeed? (A5)

26. Anything else that you'd like to add?

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