



Personal profile based on reflective reports



Original language:

Slovene

Country:

Slovenia

Source:

Andragogic centre Slovenia

Link:

http://www.acs.si/upload/fck/Image/Ugotavljanje_vrednotenje_in_priznavanje_neformalno_in_prilnostno_pridobljenega_znanja_odraslih.pdf

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Target group

- Teacher / trainer
- Counsellor**
- Social worker
- Youth worker
- future employer
- other: **career advisers**

Type of best practice

- tool**
- initiative/campaign
- project
- website only
- programme
- model
- training
- learning material
- other:

Experiences

- available for more than 5 years**
- available for less than 5 years
- pilot phase / testing
- in development
- unknown

Summary:

Structure and content of the 'personal profile' is similar to the 'portfolio'. Important difference between portfolio and personal file is that a personal profile contains candidate's statement of qualifications, which is based on the candidate's personal reflection on its learning activities and learning achievements. Personal profile can be therefore defined as a device for the summative evaluation of the competencies and means a document that records the individual learning outcomes in terms of their recognition, either for professional purposes or for education and training. Personal profile are prepared by candidates in cooperation with a counsellor, who provides professional support.

Description:

Personal profile document is based on the notes in the learning diary. It consists of learning achievements resulting from the documentation of the learning profile. Therefore, documents in it must be prepared in a way that they meet the basic criteria for assessment of the evidence in the evaluation procedures. That includes detailed information about the candidate, the issuer, evidence of learning activities as well as detailed information on educational achievements. Only such a record of learning outcomes can give relevant information about what the individual has truly learned and what s/he is capable to use independently in different living and working situations. It enables a comparison with the required standards and achievement for the final assessment of an individual's competence.

Personal profile may therefore be used for the purposes of:

- evaluation of the knowledge, skills and competencies for identifying training needs and consequently the planning of further education,
- evaluation of knowledge, skills and competencies prior to participation in education for adapting the implementation of the curriculum,
- evaluation of the knowledge, skills and competencies for employment,
- evaluation of the knowledge, skills and competencies for promotion
- evaluation of the knowledge, skills and competencies for personal growth (to increase confidence and improve self-esteem).

Personal profile candidate are prepared in cooperation with a professional associates, who :

- provides professional support in analysing the learning diary and preparing a set of acquired knowledge, skills and competences
- helps the candidate to develop a plan, where and how s/he will provide evidence for that knowledge,
- helps the candidates determine appropriate structure of a personal profile.

It is important that the expert provides feedback on the quality of evidence and concrete instructions to complete these, if necessary. For successful implementations of methods described above, it is necessary to consider appropriate professional support to everyone involved in using this method: candidates, mentors, teachers, tutors, counsellors and employers. Professionals should also be trained for the proper use.

Contributing partner: INTEGRA