

ePortfolio Guidelines 2022

What is the ePortfolio?

The ePortfolio is an opportunity for you to reflect upon your thoughts and experiences from MDSC. Successful completion of the ePortfolio is a hurdle requirement to pass the MDSC subject.

What is required for my ePortfolio?

The requirements for the ePortfolio differ by year level. You will be required to complete all compulsory elements and secondary elements allocated to your year level.

- Compulsory elements consist of the Conference Reflection, Research Evaluation, and the ePortfolio Peer Review
- Secondary elements consist of 7 options which are detailed in the pages to come.

Only the minimum amount stated in the table below will be assessed; however, you may choose to exceed this amount if you wish. Please note the information below carefully:

Task List

	Tasks
MD1	Conference Reflection + Research Evaluation + at least 3 Secondary Elements
MD2 & MD3	Conference Reflection + Research Evaluation + at least 2 Secondary Elements + 2 ePortfolio Peer Reviews
MD4	6 ePortfolio Peer Reviews

Due Dates

	Due Dates
Submission of ePortfolio elements (Conference Reflection, Research Evaluation, Secondary Elements)	11:59pm Friday 29th July 2022
ePortfolio Peer Review	11:59pm Friday 26th August 2022

The elements are outlined in detail in the following pages. Please pay particular attention to whether an element is **compulsory** or **secondary**. When you complete the ePortfolio, we advise you to have this guideline document open in a separate tab for easy referral.



Compulsory Elements (CE)

- **MD1:** please complete Conference Reflection and Research Evaluation elements
- **MD2:** please complete Conference Reflection, Research Evaluation, and ePortfolio Peer Review* elements
- **MD3:** please complete Conference Reflection, Research Evaluation, and ePortfolio Peer Review* elements
- **MD4:** please complete the ePortfolio Peer Review* only

*Review elements are open to MD2-MD4 students and are completed following submission of ePortfolio elements.

ELEMENT	DESCRIPTION / INSTRUCTIONS TO STUDENTS		
<p>CE1: Conference Reflection</p> <p>400 words + 4 photos </p>	<p>Select ONE or MORE of the MDSC2022 Day Themes as the basis of a reflective piece (descriptions below):</p> <ul style="list-style-type: none"> ● Day 1: Shaping Power ● Day 2: Systemically Unwell ● Day 3: Mind over Matter ● Day 4: Beyond the Horizon <p>You may consider the following points:</p> <ul style="list-style-type: none"> ● Why did you choose this day theme? ● What are your reflections on the major issues presented? ● In what way did the keynote speakers and presenters influence your views on the subject? ● How might this experience influence your role as a future health professional? ● Please provide a critical analysis on how MDSC2022 addressed the key issues within your chosen theme ● Please provide photo/screenshot evidence of your attendance in symposia sessions across all 4 days <p>You may also choose to incorporate the MD graduate attributes (society, medical profession, systems of healthcare, self, knowledge, patients) into your writing.</p>	<p>CE2: Research Evaluation</p> <p>150 words + 1 photo </p> <p>CE3: ePortfolio Peer Review <i>(only MD2, MD3, MD4)</i></p> <p>MD2 & MD3: 2 x 100 words</p> <p>MD4: 6 x 250 words</p>	<p>Evaluate a MD Research Oral Presentation.</p> <ul style="list-style-type: none"> ● Discuss the strengths and weaknesses (content/presentation/quality of work) ● Suggested points of evaluation: <ul style="list-style-type: none"> ○ Design/Presentation ○ Structure and Flow ○ Content ○ Quality of Work ● Upload a digital media file (photo, screenshot, video, voice recording) of the presentation (evidence) <p>Peer-review two ePortfolios* randomly allocated to you by the MDSC Coordinator.</p> <p>Please provide effective and constructive feedback. You may consider:</p> <ul style="list-style-type: none"> ● Has the student demonstrated reflective practice, or is it mostly descriptive? ● Is there structure to the writing making it fluent to read? ● Does the student indicate how their conference experiences might influence their future career? ● Does the student consider a variety of different ideas in their portfolio? <p>Note - This will only be available after all students have submitted their ePortfolio and thus will not be part of your initial ePortfolio submission.</p> <p>*MD4s will peer-review six instead of two ePortfolios</p>



<p>Day 1 Shaping Power</p>	<p>When you hear the word “power” in the context of medicine, what comes to mind?</p> <p>Day 1 is all about understanding what it means to have power and its dynamics within medicine. It’s about challenging classical views of power as individualistic and authoritative, and promoting a narrative of shared power as a means of empowering others. By understanding the dynamics of competing power systems, we recognize its influence on our practice and, by extension, learn to empower our patients.</p> <p>Let’s explore the hospital hierarchy, tackle the complex issues of involuntary admissions and end of life care, systemic issues of discrimination in the backdrop of a global pandemic, and learn what we can do to bring some of the power back to our patients!</p>
<p>Day 2 Systemically Unwell</p>	<p>How do we examine and perform Basic Life Support on a health system that is Systemically Unwell?</p> <p>In the midst of a training crisis, burnout is rife, unpaid overtime is the norm, and being an overworked junior doctor at an understaffed hospital is considered a rite of passage. Our patients face significant barriers to accessible healthcare across regional and remote communities, refugees with limited Medicare access, and asylum seekers held in detention, our system is failing the very people it was built to protect. And when patients finally have access to healthcare, they encounter the pervasive stigma and discrimination that still persists in our curriculums, clinical guidelines, and culture.</p> <p>We will be junior doctors in the not-so-distant future, and we are beginning our careers within a vulnerable system recovering from a global pandemic. You can’t learn to swim when you’re drowning, so it’s time to put on our life jackets for Day 2!</p>
<p>Day 3 Mind over Matter</p>	<p><i>“None but ourselves can free our mind” - Bob Marley.</i></p> <p>Day 3 is all about levelling up, breaking down inner barriers and basically bringing the mountain to Mohammed. Mind Over Matter is the use of mental fortitude, knowledge, and courage to overcome physical problems or, in the broader sense, the challenges life throws at us.</p> <p>Let’s look deep into the workings of the mind, understand the sources of barriers and conflict, and re-take control of our lives!</p>
<p>Day 4 Beyond the Horizon</p>	<p>Our bodies exist in the present, our duties are to serve today’s society, and we are encouraged to live and take each day as it comes, but our minds are not bound by the unwavering constancy of time – our minds are the vessels through which we can escape reality and explore every corner of existence.</p> <p>Will technology supersede the skills of human medical professionals? How might artificial intelligence convey empathy? How can technology be used to increase healthcare accessibility and improve global health equity?</p> <p>Day 4 is about exploring the future of the healthcare landscape ranging from the edge of tomorrow to far beyond our lifetimes, and ultimately shape our minds to become futuristic academics, healthcare workers, and leaders of our society.</p>



Secondary Elements (SE)

8 elements to choose from

- MD1: please complete x3 secondary elements
- MD2 & MD3: please complete x2 secondary elements

ELEMENT	DESCRIPTION / INSTRUCTIONS TO STUDENTS
SE1: Academic Participation 150 words + 1 photo 📷	Upload evidence of <i>one</i> ACADEMIC symposium session that you attended. <ul style="list-style-type: none"> ● What motivated you to attend this session? ● What did you get out of the session? ● 1 x photo/screenshot required
SE2: Workshops 150 words + 1 photo 📷	Reflect on your MDSC2022 workshop. <ul style="list-style-type: none"> ● Why did you choose this workshop? ● What did you learn? ● 1 x photo/screenshot required
SE3: Wellness 150 words + 1 photo 📷	Reflect on a wellness activity you attended. <ul style="list-style-type: none"> ● How did you find the experience? ● What did you take away from it? ● 1 x photo/screenshot required
SE4: Social Connections 150 words + 1 photo 📷	Attend one of the MDSC2022 Social events, or use your experience of the entire conference, to reflect on the non-academic aspects of conference. <ul style="list-style-type: none"> ● How did the social and networking aspects of conference shape your overall experience? ● 1 x photo/screenshot required

SE5: Community Engagement 200 words	Identify an issue in the community that the conference has brought to your attention. <ul style="list-style-type: none"> ● Why do you think this is an important issue? ● How can medical students, health professionals and other key players address this issue? ● What community groups and resources are available to recommend to future patients who might need support in this area?
SE6: Empathic Practice 200 words	Describe a patient experience, such as a speaker's story or a theoretical experience derived from the themes explored at conference. <ul style="list-style-type: none"> ● Analyse this scenario from the patient's perspective ● Include attributes you think a patient may want to see in a doctor
SE7: Memorable Remarks 200 words	Did someone say something at MDSC2022 which really resonated with you? Discuss the quote here! <ul style="list-style-type: none"> ● Why does the quote resonate with you? ● How has it influenced your perspective on a particular topic?
SE8: Feedback 200 words	Reflect on your MDSC2022 experience. <ul style="list-style-type: none"> ● How could we improve? ● What would you like to see at the next MDSC? How would this benefit the cohort?

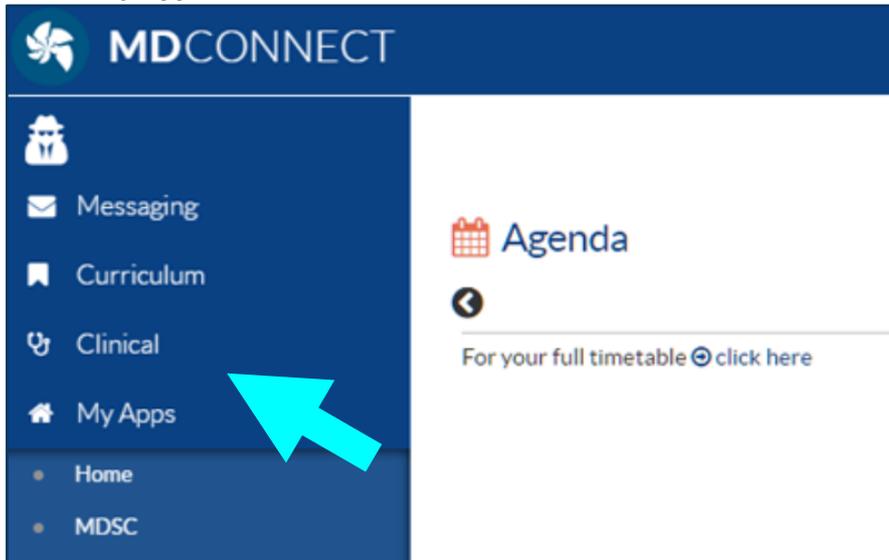
Please continue on for detailed instructions on how to complete the ePortfolio via MDConnect.



How to complete the ePortfolio

The ePortfolio can be completed by logging into your MD Connect account.

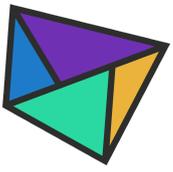
1. Log on to your MD Connect account (<https://mdconnect.medicine.unimelb.edu.au/portal/>)
2. Select **'My Apps'** from the left-hand menu, then select **'MDSC'**



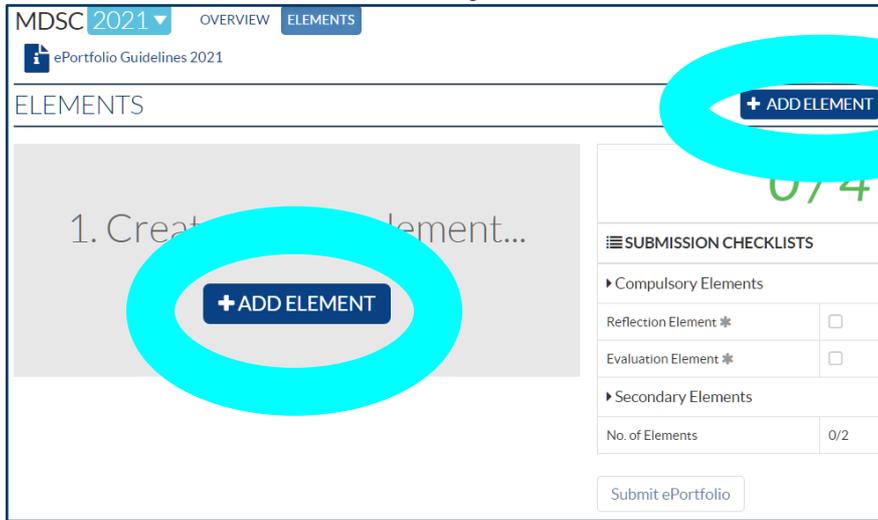
3. Click **'Elements'** on top of the screen

The screenshot shows the 'ELEMENTS' page for MDSC 2021. At the top, there are tabs for 'OVERVIEW' and 'ELEMENTS', with 'ELEMENTS' selected. A red circle highlights the 'ELEMENTS' tab, and a red arrow points to it from the text 'Click here to begin your ePortfolio'. Below the tabs, there is a purple button that says 'Download guidelines pdf'. The main content area is divided into four columns: 'ELEMENTS ACQUIRED', 'SUBMISSION STATUS', 'PEER/POSTER REVIEW', and 'FEEDBACK'. The 'SUBMISSION STATUS' column contains a 'Submit ePortfolio 2021' button. The 'PEER/POSTER REVIEW' column shows 'Peer Review pending' and 'Peer review is for MD2 - MD4 students only.' with a deadline of 'Aug 27, 2021 11:59:00 AM'. The 'FEEDBACK' column shows 'Feedback pending.'

ELEMENTS ACQUIRED	SUBMISSION STATUS	PEER/POSTER REVIEW	FEEDBACK
SUBMISSION CHECKLISTS ► Compulsory Elements Reflection Element * <input type="checkbox"/> Evaluation Element * <input type="checkbox"/> ► Secondary Elements No. of Elements 0/2	ePortfolio Submission opened. Elements to Submit 4 ePortfolio Deadline Jul 30, 2021 11:59:00 PM Submit ePortfolio 2021	Peer Review pending. Note Peer review is for MD2 - MD4 students only. Peer Review Deadline Aug 27, 2021 11:59:00 AM.	Feedback pending.

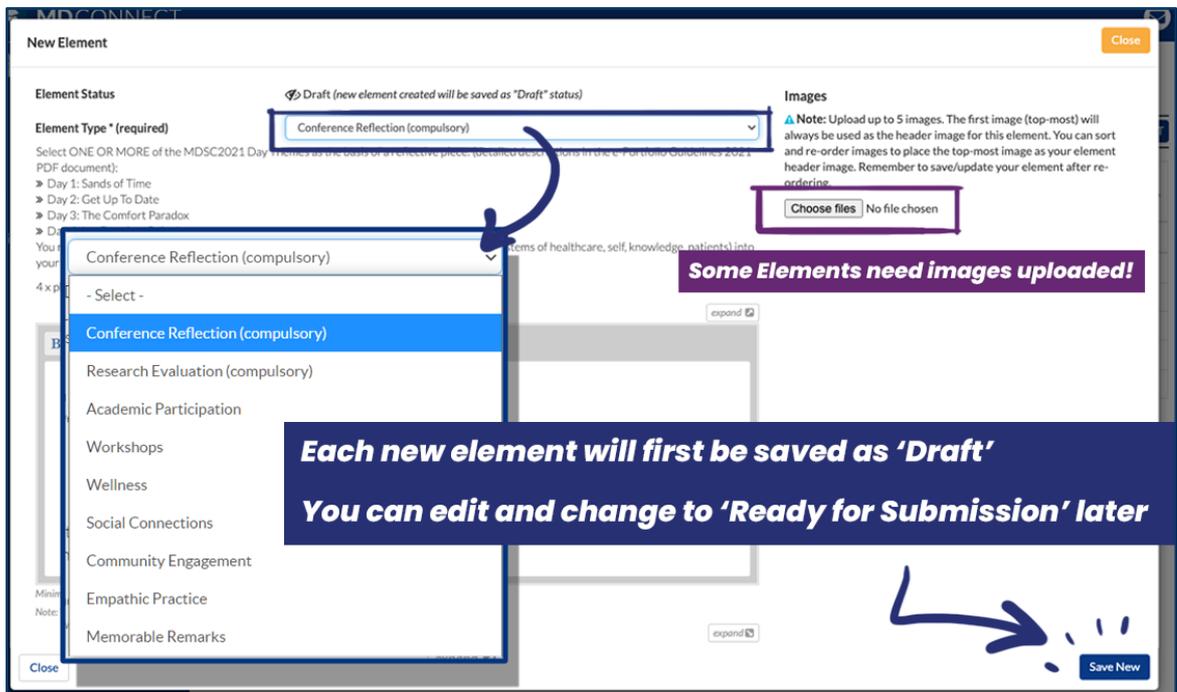


4. Click 'Add Element' in the centre or right-hand corner of the screen

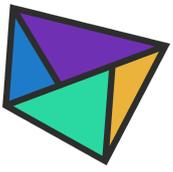


5. Select the Element type that you wish to complete - **note the word count on MDConnect is a minimum word count and students can go beyond as they like.**

You should type in your response in this window as copying and pasting from an external program (e.g. Word) will result in formatting issues.



6. When you finish, click 'Save New' to keep your new entry as a draft



7. To submit, change the element status from 'Draft' to 'Ready for Submission'

You cannot submit if elements are still in Draft status!

To Submit, make sure all elements have their Element Status changed from 'Draft' to 'Ready for Submission':)

8. **Click 'Submit ePortfolio'** when you have completed all necessary requirements:
- MD1** students must submit the Conference Reflection, Research Evaluation, and 3 Secondary Elements by 11:59pm Friday 29th July 2022.
 - MD2** and **MD3** students must submit the Conference Reflection, Research Evaluation, and 2 Secondary Elements by 11:59pm Friday 29th July 2022.

Any elements saved as 'Draft' will NOT be counted towards the completion of your ePortfolio. Please remember to change them to 'Ready for Submission' and click [Submit ePortfolio] before the due date.



How is my ePortfolio marked?

Your ePortfolio will be evaluated by your senior peers through anonymised ePortfolio Peer Reviews. The ePortfolio is marked on a pass-fail basis. A random selection of ePortfolio will be reviewed by the Subject Coordinator. The following criteria will be assessed:

1. **Written content:** relevance of content and ability to demonstrate critical thinking and/or professional growth
2. **Multimedia content:** appropriate use of multimedia to enhance the purpose of ePortfolio
3. **Overall structure and formatting**
4. **Writing and grammar**

TOTAL POINTS		0/24
MARKING RUBRIC * REQUIRED		
WRITTEN	MARKS	
Relevance of Written Content *	○ 1 ○ 2 ○ 3	
Critical Thinking *	○ 1 ○ 2 ○ 3	
Professional Growth *	○ 1 ○ 2 ○ 3	
MULTIMEDIA	MARKS	
Use Of Multimedia *	○ 1 ○ 2 ○ 3	
Format Choice *	○ 1 ○ 2 ○ 3	
Communication *	○ 1 ○ 2 ○ 3	
CONTEXT	MARKS	
Layout & Text Elements *	○ 1 ○ 2 ○ 3	
Writing & Grammar *	○ 1 ○ 2 ○ 3	
TOTAL	0/24	
OVERALL COMMENT * REQUIRED		
Overall Comment: Minimum 100 words for MD2-3s, minimum 250 words for MD4s.		
12 words		Minimum 100 words

How can I upload my digital media file?

The use of multimedia is strongly encouraged for your ePortfolio. However there are some restrictions so please take note of the followings:

- **Images:** accepted formats are png, jpeg and gif. Images should not be larger than 5MB in size. Up to 5 images can be uploaded per element.
- **All audio files and videos:** should not exceed 3 minutes in length. They can be incorporated in 3 ways:
 1. Uploaded to YouTube, and a link included in the text field of the element
 2. Uploaded to Vimeo, and a link included in the text field of the element
 3. For external videos, include a link in the text field of the element

Please take the time to read this guide in its entirety before contacting us! It is your ePortfolio bible and we are confident it will answer the vast majority of questions you may have. However, if you still have any remaining concerns, feel free to email us at:

assessment@melbournemdconference.org.au

Thank you for reading, and we wish you a happy MDSC2022!