RESEARCH EMERGING PORTFOLIO TEMPLATE

Annual UFS Learning and Teaching Awards

This portfolio should be submitted on or before 28 July 2023

The following template document aims to provide structure and guidance in the compilation of an academic's research portfolio in the *Research Emerging category* for the Annual UFS Learning and Teaching Awards. Please note the following:

- This portfolio is a compilation of your background and interest with a specific focus on the advancement of teaching and learning. The document should not exceed 4 pages, excluding the article or book chapter or conference paper. The article or book chapter or conference paper. should be attached under Section C: Publication.

SECTION A:
(Max 2 pages)

Teaching Philosophy

This statement is a philosophical framework of your personal approach to teaching and the rationale behind what guides your practice. What impacts on you as an educator and how it influences your teaching? Why do you teach the way you do? It should achieve the following: provide evidence of your sincerely-held beliefs, provide scholarly evidence (If you say, "I run a learner-centred classroom", make sure you show how you do this), examine your teaching practices, monitor your development as a teacher.

Your philosophy comprises your view and approach to teaching and learning, including the underlying theories, believes, assumptions, convictions and values you have in terms of your teaching and learning.

You might want to demonstrate that you are aware of your institutions (or discipline's) teaching and learning goals or objectives; and how your teaching philosophy aligns with the institutional goals or objectives. What are your teaching objectives, short term and long term.

Your teaching philosophy influences ALL decisions and activities within your teaching and learning. The teaching philosophy should thus be a golden thread throughout the teaching portfolio and be evident throughout all the different sections and supported with evidence.

Personal Profile

A brief introduction to highlight your current role and responsibilities at the UFS.

SECTION B:

(max 2 pages)

Learning and Teaching Research Focus

ONLY RESEARCH RELEVANT TO LEARNING AND TEACHING IN THIS SECTION – NOT DISCIPLINE SPECIFIC

This section puts your research focus in context. Write a narrative in 500 - 800 words which includes the following:

1.1. Your role as a researcher in learning and teaching: Explain your view on what good Learning and Teaching is, how you apply it in your own teaching, and why it's important for you to research learning and teaching.

1.2. Provide a description of any research into teaching developments, curriculum development and/or student learning. It provides evidence of your commitments to teaching. In presenting an account of your teaching scholarship, you should make explicit, and provide, examples of the links between teaching and research. Evidence can be included as appendices.

1.3. Based on 1.1 and 1.2, what impact have you made on learning and teaching through the implementation of your research? How did you measure the success of new processes or projects?

1.4. List all activities where you helped develop artefacts such as policies, reports, workshops, training, student supervision (in the field of teaching and learning/higher education), Scholarship of Teaching and Learning (SoTL), or other relevant activities. (This can also include task team participation, Learning and Teaching communities of practice, and committees.)

1.5. Discuss future research you are planning.

1.6. Discuss any other mentionable achievements based on your learning and teaching research, such as funding or grants receive or awards received.

SECTION C:

Publication

Attach your article/book chapter here.

Attach the approval letter or other evidence that the article/book chapter has been accepted for publication, or has been published previously.

Accompanied with this template is a general outline of what an academic/scientific article should look like. You are welcome to use this a guide to ensure your article is well formulated and contains all the relevant, and necessary, sections.