

Welcome to the **ePIC**  
**workshop**

**eP**ortfolio &  
**I**ntity  
**C**reation

# ePIC benefits

## Benefits of the PLUS award



Guidance and support to develop an outstanding ePortfolio



Techniques to help you recognise your skills and communicate them to employers



Tips and tricks to help you tap into the hidden job market



Opportunities to discuss and reflect on your experiences for long-term career development



A personal recommendation from the Dean (Learning & Teaching) Griffith Sciences

## **What's important to you in choosing an ePortfolio platform?**

- Lifelong access
- Inclusion of rich-media artefacts, evidence of collaboration, blogs
- A place to tell stories about your experiences  
(to embed them in your long-term memory)
- Easy to use
- Privacy  
(password protected pages or ability to limit access on certain pages)
- Creativity
- Structure and headings to work from

# Gayle Buchbach

Home

Projects

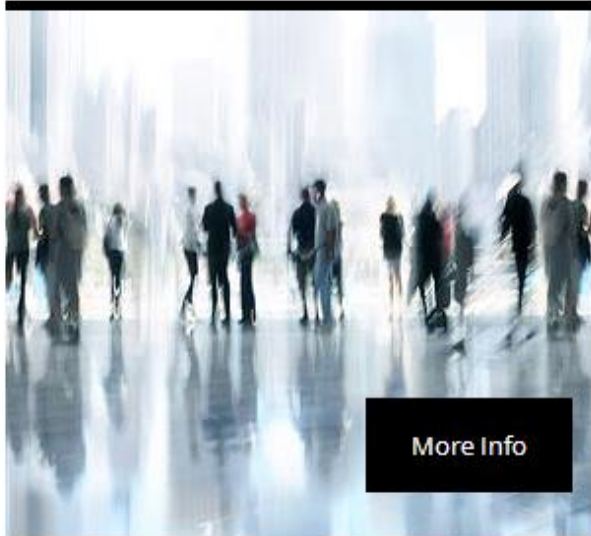
Experiences

More about me

Contact

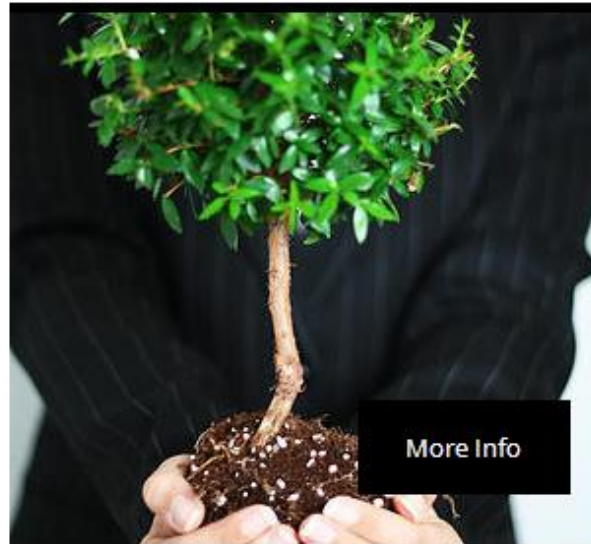


## Projects



More Info

## Experience



More Info

## More About Me

"I'm a dedicated and engaged professional with a keen interest in creating positive experiences for University students."

Gayle Brent-Buchbach





# PROJECTS



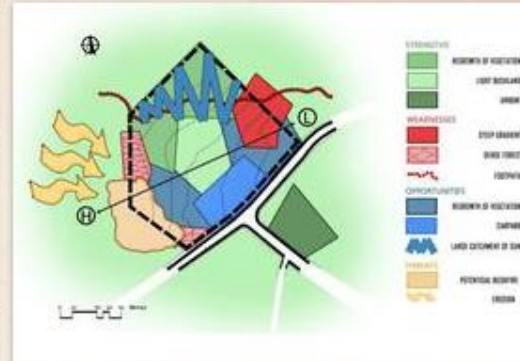
## Water Quality Guidelines

Developing water quality guidelines for the Queensland Murray Darling Basin, this consisted of analyzing and synthesizing data from various sources to create numeric guidelines based on the 20th, 50th and 80th percentile of each region as show in above. The numeric guidelines are derived to accompany and reflect the water quality objectives, which are statements that protect the environmental value of the waterways within a region. Click the link below to see a preview of the guidelines.



## Business Consultation

Throughout university and work experience, I have gained some insight into the current gaps between theory and practice within the consultation phase of all planning processes. To read more about this gap, click the link below to read the article titled "The Importance of Stakeholder Consultation within all



## SWOT Map

A university project conducted within a team of fellow students. This project required the team to produce a map of the strengths, weaknesses, threats and opportunities of a proposed development site. The picture above displays this SWOT map created.



## Development feasibility study

## ABOUT ME

## About Me

### PROFESSIONAL SKILLS

COMMUNICATION SKILLS

INDUSTRY KNOWLEDGE

LEADERSHIP EXPERTISE

MULTICULTURAL AWARENESS

PROFESSIONAL DEVELOPMENT

SOCIALLY RESPONSIBLE

### PROJECTS AND PROGRAMS

ENRICH YOUR STUDIES

GRIFFITH BUSINESS SCHOOL PROJECTS

GRIFFITH SCIENCES PLUS

STUDENTJOBS@GRIF...

UNIFY

RESUME

SITEMAP



I am a highly motivated professional currently working in Griffith Sciences with the Learning and Teaching team. We are creating innovative new ways to connect with students to improve the student experience, build their employability skills and increase their chances of graduate success. This is a new role for the Sciences Group - an experiment of sorts! After working in a series of new roles and having the opportunity to create new programs, resources and websites, I'm excited to have yet another chance to work on something new.

### ENRICH YOUR STUDIES



Enrich Your Studies is a website designed to address the very real need for students to be actively engaged in more than just study in order to stand out in the competitive job market.

The site explores the various graduate attributes that are highly valued by



Student Jobs at Griffith is an initiative to provide increased opportunities for students to work on campus - thus strengthening their ties to the University, increasing their satisfaction with their on-campus experience and promoting better retention.

The program was launched at Griffith in



Search this site

## About Me

### Graduate Qualities

- Communication Skills
- Multicultural Awareness
- Professional Development
- Socially Responsible

### Learning Showcase

- 5 Year Career Plan
- International Experience
- University Work
- Work Placement

- Resume
- Sitemap

## Navigation

## About Me



I am a fourth year Urban and Environmental Planner at Griffith University, with a passion for environmental issues and an interest in all areas of urban planning. I have grown up in Jakarta, Indonesia with my parents and brother gaining amazing real life experiences. Living in Jakarta, Indonesia inspired me to become an Urban and Environmental Planner due to its polluted and chaotic nature.

I was first skeptical choosing a career in the environmental planning due to its subjective nature, but now I could not imagine, not having a career in the environmental field. I enjoy having the opportunity to have my say while bettering the lives of others and ensuring future generations are able to experience nature like we do now, as well as what it offers.

I feel by joining this field I am able to change, or at least try to change the way we live, the resources we are using, and provide alternate ways of living, to benefit us and future generations.

### Professional Philosophy and Objectives

My philosophy is the same in both my professional and personal life. I find that if overall you have the same values in both, they are more apart of who you are as a person than what you have to do as a job. I live my life in a way that is parallel to my environmental values. Both my morals and ethics are reflected onto my personal life and my professional life some which include honesty, trust, obeying rules, respect, awareness sustainability, limiting waste, healthy living and helpfulness. These assist me in having a good work ethic, and contribute to my reputation.

### Key Issues in the Industry

These are some of the key issues I have come across during my time in the Urban and Environmental Planning Field:

- Population growth
- Pollution
- Unsustainable living
- Disconnect between Indigenous Cultures and Planning
- Wicked Problems
- Ethical and Moral standards diminished for economic gain
- Political Powers
- Subjectiveness

I have compiled this ePortfolio to demonstrate what I have learned and experiences I have gained throughout my degree in Urban and Environmental Planning at Griffith University. Throughout my Portfolio you can explore the work I have completed while at university, check out my work placement, read about my travelling experiences and view my resume.

Feel free to check out my LinkedIn Profile at [http://www.linkedin.com/profile/view?id=346778834&trk=nav\\_responsive\\_tab\\_profile](http://www.linkedin.com/profile/view?id=346778834&trk=nav_responsive_tab_profile)



## ENTHUSIASTIC. DRIVEN. GOAL-ORIENTED.

I'm a dedicated and engaged professional with a keen interest in creating positive experiences for University students.

[Visit my LinkedIn Profile](#)

## MY RECENT PROJECTS







# KARI-ANN WEST

[HOME](#) [ABOUT](#) [EDUCATION](#) [CAREER](#) [PORTFOLIO](#) [CONTACT](#)

## Kari-Ann West

Urban and Environmental Planning Student at Griffith University

Location: Brisbane, Australia | Industry: Planning

Currently working at the [Department of Environment and Heritage Protection](#);

Previously worked at the [Cassowary Coast Regional Council](#)

LEARN MORE



# Top Tips

- Choose the right platform
- Content is critical!
  - Think outside the square – images, video clips, files, headings etc
  - Be ruthless
  - Griffith Enrich Template – guidelines for page headings, fully adaptable
- Organise your work – plan your site before you start
- Keep it brief
- Research exemplars

**What is**

**REFLECTION**

*“We do not learn by experience we learn by  
reflecting on experience”*

*– John Dewey*





# The **STARL-P** Framework for Reflection

**Situation** – the experience, environment, people, equipment.

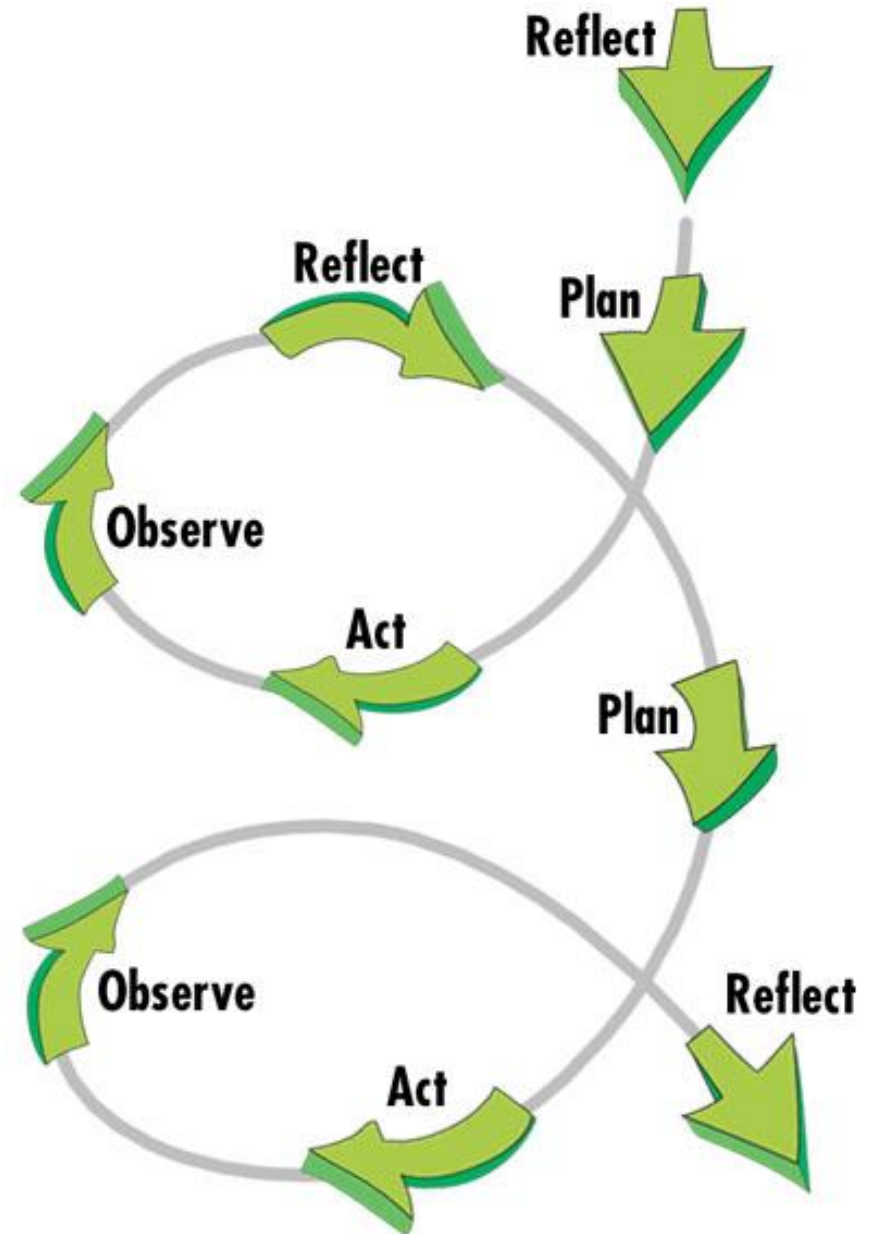
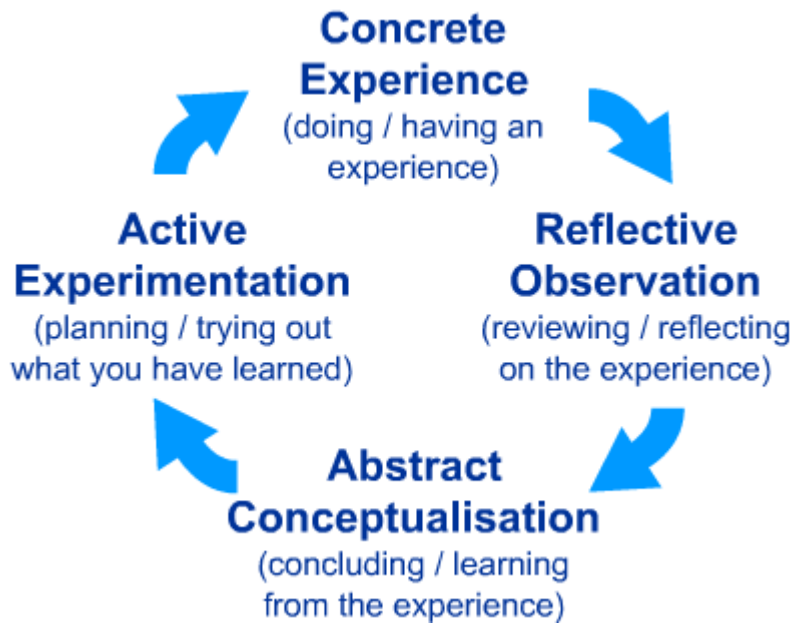
**Task** – what was required of you.

**Action** – what did you do?

**Result / Reflect** – how did your actions impact the outcome?

**Learning / Planning** – highlight the skills you gained and how they can be applied elsewhere.

**Activity – write a short reflection about one of your experiences based on the STARL-P framework**



# **Student to Professional**

**Portfolio building helps build your identity**

**External Sense-Making Process** – developing a new understanding about yourself related to the perceived expectations of others. Did you:

- Frame yourself as a job applicant
- Create a persuasive case about your readiness for professional practice
- Compare yourself to others to make sense of your standing vs. your peers in the process of becoming a professional (not articulated)



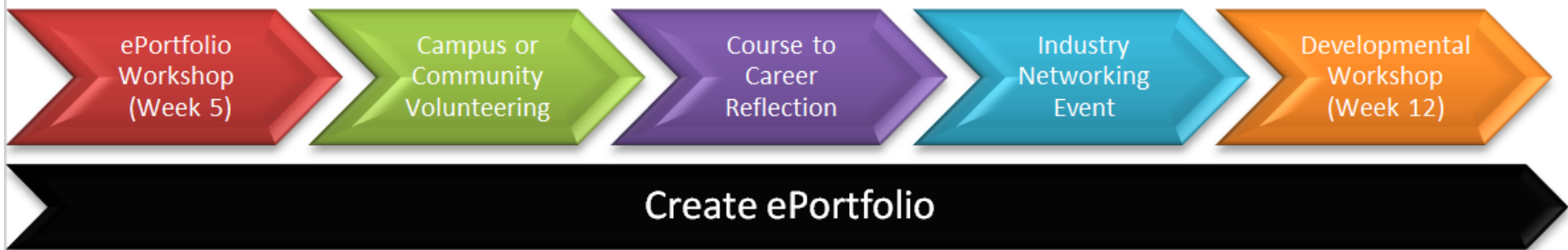
# Student to Professional

Portfolio building helps build your identity

**Internal Sense-Making Process** – developing new realisations about your own abilities. Did you:

- Reframe personal events and increase the relevance of these to becoming a XXX
- Define yourself as XX and claim membership of that field
- Construct future trajectories in becoming an XX
- Realise and articulate your own values as XX
- Define your understanding of XX practice
- Refine your ability to tell your story (narrative)

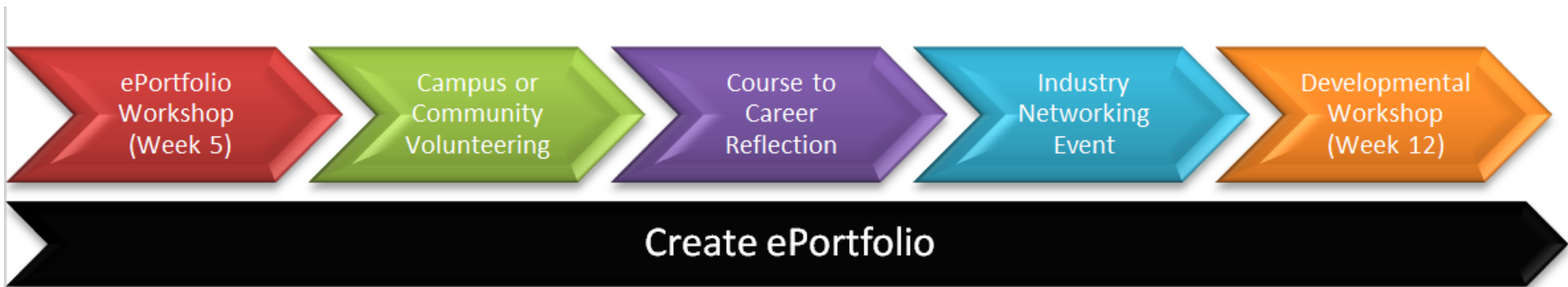
# Next Steps



Extra-curricular activity and skill development:

- Seek opportunities to demonstrate your skills and knowledge
- Analyse your strengths and identify gaps
- Identify opportunities to continue to build your skills (Enrich)
- Reflect on your experiences (STARL-P)

# Next Steps



## Course to Career Reflection

- Understand how your coursework contributes to your future career potential
- Skills analysis – what do you know because you have studied x, y and z?



# Attributes of all Griffith Graduates

## **Knowledgeable and Skilled in their Discipline**

Comprehensive knowledge and skills relating to their disciplines

An interdisciplinary perspective

Capacity to find, evaluate and use information

Ability to apply discipline/professional skills and knowledge in the workplace

Capacity to communicate effectively with others orally and in writing

## **Effective Communicators and Team Members**

Capacity to communicate effectively with others using ICTs, multimedia, visual, musical and other forms appropriate to their disciplines

Capacity to interact and collaborate with others effectively, including in teams, in the workplace, and in culturally or linguistically diverse contexts

## **Innovative and Creative with Critical Judgement**

Ability to use knowledge and skills to devise solutions to unfamiliar problems

Ability to analyse and critically evaluate arguments and evidence appropriate to their discipline

Knowledge of research methodologies in their disciplines and capacity to interpret findings

Ability to generate ideas/products/artworks/methods/approaches/perspectives as appropriate to the discipline

# Attributes of all Griffith Graduates

## **Socially responsible and engaged in their communities**

Ethical awareness (professional and personal) and academic integrity

Capacity to apply disciplinary knowledge to solving real life problems in relevant communities

Understanding of social and civic responsibilities, human rights and sustainability

Understanding the value of further learning and professional development

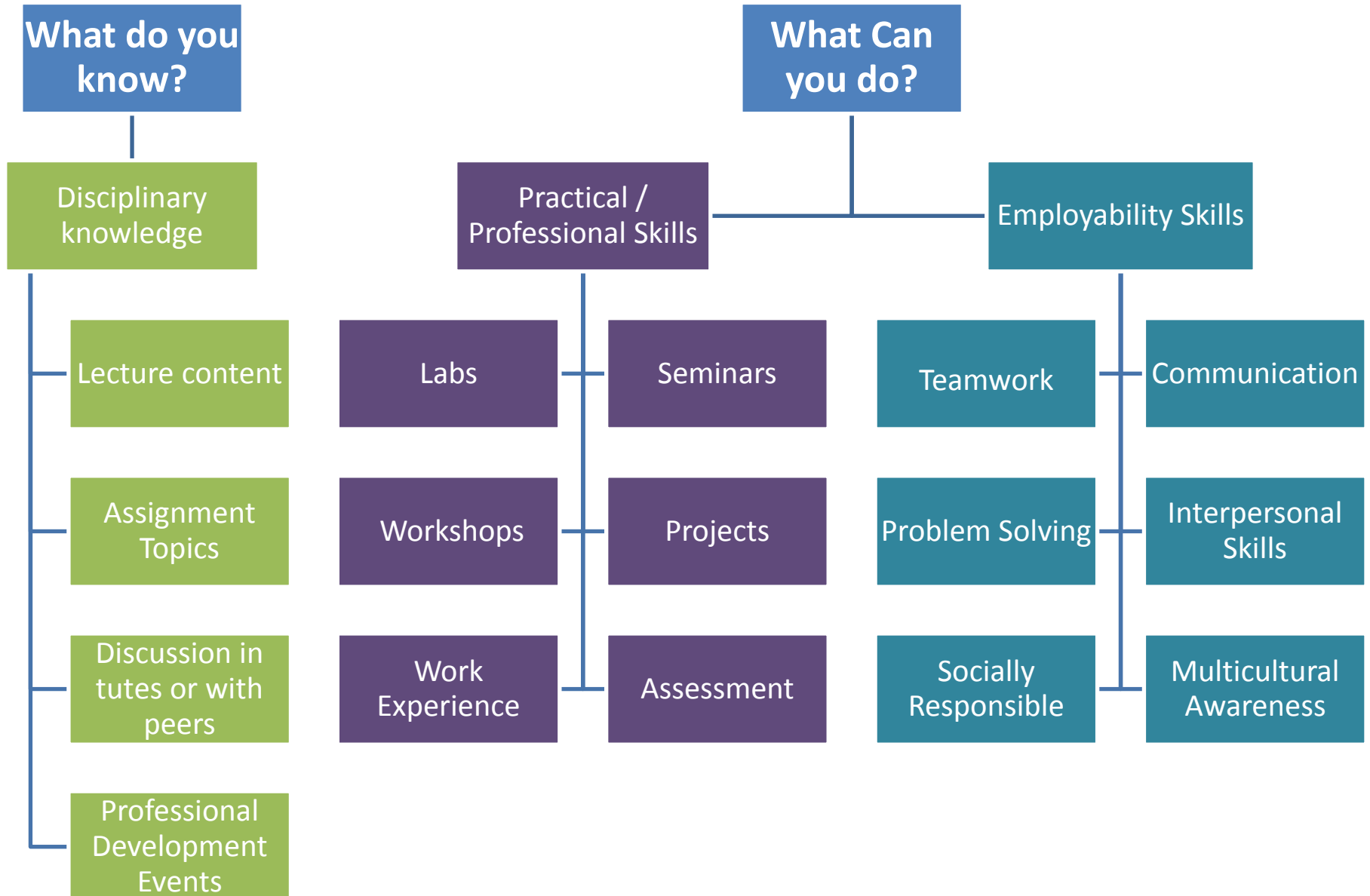
## **Competent in culturally diverse and international environments**

Awareness of and respect for the values and knowledge of Australian Aboriginal and Torres Strait Islander First Peoples

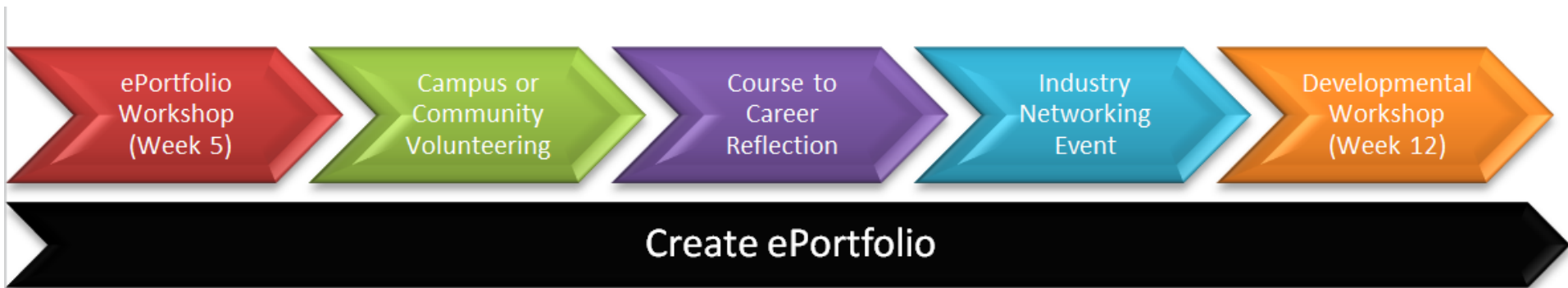
Respect, awareness, knowledge and skills to interact effectively in culturally or linguistically diverse contexts

A global and international perspective on their disciplines

# How have you developed your skills and knowledge?



# Next Steps



## Course to Career Reflection

- Understand how your coursework contributes to your future career potential
- Skills analysis – what do you know because you have studied x, y and z?
- What is your career strategy? (visit [www.griffith.edu.au/careers](http://www.griffith.edu.au/careers) and complete the Kick Start Activity)
- What skills are employers looking for?

# KICK START YOUR CAREER

FROM FIRST YEAR  
griffith.edu.au/kickstart



## YOU HAVE STARTED UNIVERSITY, SETTLED INTO YOUR STUDIES AND ARE GETTING THE HANG OF CAMPUS LIFE. NOW IS A PERFECT TIME TO BUILD YOUR CAREER.

Kick Start Your Career gives packed with tips, ideas and inspiration to help you manage your career and build your employability while you study. Discover career and educational opportunities, how to choose your major, and how to gain work experience and skills that employers and educational providers value. There are so many things to explore!

FROM FIRST YEAR

- STEPS TO GET STARTED:**
- 1: BE SELF-AWARE
  - 2: EXPLORE CAREER DIRECTION
  - 3: GAIN EXPERIENCE AND INSIGHT
  - 4: DEVELOP (AND RECORD) SKILLS
  - 5: DEVELOP NETWORKS
  - 6: GET INVOLVED

SOME THINGS YOU NEED TO KNOW: A CAREER IS...

The result of a series of choices you make about your education, training, and work. It's a process that evolves over time. It's not a single job or career path. It's a journey that starts with your education and continues through your work and life. It's a process that evolves over time. It's not a single job or career path. It's a journey that starts with your education and continues through your work and life.

**EMPLOYABILITY MEANS...** possessing a mix of skills, achievements, knowledge and personal attributes that enable you to stand out from the crowd and secure the career of your choice.

## STEP 1: BE SELF-AWARE

Start by doing some self-reflection. What are your interests, values, strengths, and weaknesses? Consider how your personality and preferences might influence your career choices. Think about your strengths and what you love to do. Consider your weaknesses and what you need to improve. Think about your interests and what you want to do. Consider your values and what you want to achieve. Think about your strengths and what you love to do. Consider your weaknesses and what you need to improve. Think about your interests and what you want to do. Consider your values and what you want to achieve.

- WORK VALUES**  
What gives you a sense of purpose and meaning?
- WORK ENVIRONMENT & CULTURE PREFERENCES**  
Identify preferences by your personality and development.
- ABILITIES, SKILLS, STRENGTHS**  
What are your strengths?
- INTERESTS**  
What fascinates you?

- WHICH OF THESE ARE YOU MOST INTERESTED IN?**
- 1. Innovation
  - 2. Creativity
  - 3. Teamwork
  - 4. Leadership
  - 5. Problem-solving
  - 6. Communication
  - 7. Analytical
  - 8. Detail-oriented
  - 9. Organized
  - 10. Structured
  - 11. Collaborative
  - 12. Supportive
  - 13. Empathetic
  - 14. Patient
  - 15. Flexible
  - 16. Adaptable
  - 17. Resilient
  - 18. Perseverant
  - 19. Determined
  - 20. Ambitious
  - 21. Driven
  - 22. Goal-oriented
  - 23. Results-driven
  - 24. Competitive
  - 25. Independent
  - 26. Self-motivated
  - 27. Proactive
  - 28. Initiative
  - 29. Resourceful
  - 30. Versatile
  - 31. Multi-tasking
  - 32. Efficient
  - 33. Effective
  - 34. Productive
  - 35. Hardworking
  - 36. Diligent
  - 37. Thorough
  - 38. Meticulous
  - 39. Precise
  - 40. Accurate
  - 41. Reliable
  - 42. Trustworthy
  - 43. Honest
  - 44. Open
  - 45. Transparent
  - 46. Approachable
  - 47. Friendly
  - 48. Warm
  - 49. Caring
  - 50. Compassionate
  - 51. Understanding
  - 52. Empathetic
  - 53. Supportive
  - 54. Encouraging
  - 55. Inspiring
  - 56. Motivational
  - 57. Influential
  - 58. Charismatic
  - 59. Persuasive
  - 60. Convincing
  - 61. Assertive
  - 62. Confident
  - 63. Assertive
  - 64. Decisive
  - 65. Firm
  - 66. Resolute
  - 67. Unwavering
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  - 69. Unflinching
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  - 875. Impenetrable



## Search Jobs

Type Of Work

Graduate, Analyst, Intern...

Any

Location

Brisbane, QLD, Australia

[Find Jobs](#)**Bookmarked Jobs** General part-time and casual vacancies (eg. retail, waitstaff)[More Search Options](#)

## Prepare for your career

### Upcoming Events

HOW TO TARGET YOUR JOB SEACH -... Tomorrow

TIPS FOR MASTERING JOB... Next Tuesday

MAKING THE MOST OF YOUR... Next Tuesday

[Find more events](#)

### Appointments

Our counsellors offer guidance and advice, at any stage of your career preparation

**32 appointments still available.**[Book an appointment](#)

### Resources

[Resumes](#)[Application Letters And Selection Criteria](#)[Interviews](#)[Australian Degree-Related Vacancies For Students](#)[More resources](#)

## What's new?

### New on CareerBoard

Graduate Heritage Officer today

Client Services Officer today

Commercial Real Estate Sales... today

New Graduate Physiotherapist today

Commercial Real Estate Agent today

### News

[30 Grads 30 Days 30 Stories](#)  
21 Aug, 2014 - Margo Baas[Get the Edge - Griffith Enrich](#)  
9 Jul, 2014 - Margo Baas[Job opportunities, jobsearch hints, scholarships, career events and more.](#)  
22 May, 2014 - Jenny O'Neill

### Australian Taxation Office

The ATO is the government's principal revenue collection agency. We manage and shape tax, excise and superannuation systems that fund services for Australians. We also support the delivery of community benefits, with roles in private health insurance, family assistance and cross-agency support.

# Next Steps

ePortfolio  
Workshop  
(Week 5)

Campus or  
Community  
Volunteering

Course to  
Career  
Reflection

Industry  
Networking  
Event

Developmental  
Workshop  
(Week 12)

Create ePortfolio

Join your industry before you work in it:

- Industry mentoring program
- Informational Interview
- LinkedIn Connections
- Industry event (contacts, networking, application of skill and knowledge)
- What is the hidden job market?

# LinkedIn

Popular Links



## Enrich Your Studies

▶ Find an Opportunity

▶ Graduate Qualities

▶ Quick Quiz

▼ ePortfolio

▶ ePortfolio Template

▶ **LinkedIn**

▶ ePortfolio Workshop

▶ Student Samples



### LinkedIn Grad Guide 1

Find out what LinkedIn can do for you!

[transcript \(PDF 52k\)](#)

### LinkedIn Grad Guide 1



### LinkedIn Grad Guide 2

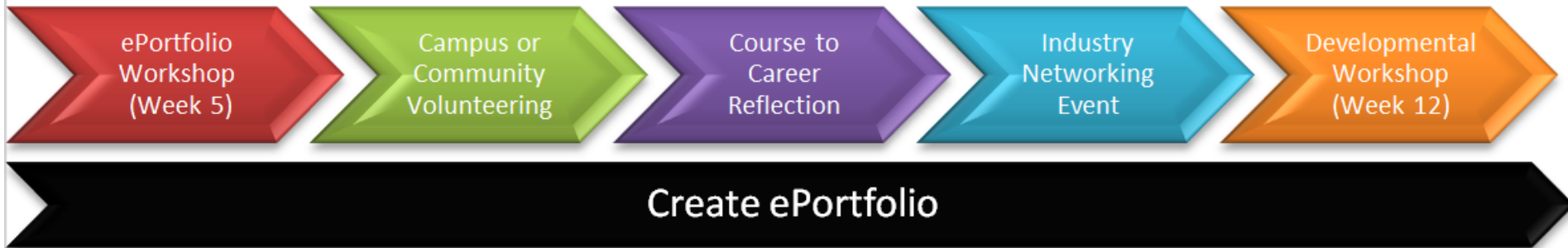
How to create a positive online presence to help you land a graduate job. transcript ...

### LinkedIn Grad Guide 3: Finding your Career Passion

### LinkedIn Grad Guide 4: Building a Professional Network

Reach out and connect with

# Next Steps



## Developmental Workshop:

- Reflect on the ePortfolio process
- Share your ePortfolio and tell your story
- Contribute to the future design of the PLUS program for your school
- Qualify for the Award!!