

ED 705 – COMPREHENSIVE PORTFOLIO - DETAILED DESCRIPTION

The comprehensive portfolio requires students to demonstrate the extent to which they have synthesized prior and emerging knowledge into a substantive theoretical, methodological and analytical understanding. It is a significant step on a student's path towards completing the doctoral degree.

Students will prepare and gather scholarly artefacts during the residency period, normally within the first 18 months of the program. **All elements of the portfolio will be initiated and completed as part of the doctoral program (i.e., work completed prior to the commencement of the program is ineligible).** The artefacts will be collected into an electronic portfolio.

Students will not seek approval of their Dissertation Proposal or UPEI Research Ethics Board proposal until they have successfully presented their Comprehensive Portfolio (ED705).

The portfolio will contain the following sections:

1. An introduction to the portfolio (maximum of 10-15 pages, APA style) in which a coherent argument is presented to demonstrate the student's:
 - a) Theoretical, methodological and analytical understanding of his/her chosen field;
 - b) Rationale for the artefacts included in the portfolio.
2. Four to six artefacts, with at least one artefact demonstrating each area of competence listed in Table 1. Students are asked to select a variety of artefacts to establish each competency and to choose from a range of artefact types, including, but not restricted to, a text-based theoretical or methodological paper, a copy of a poster presentation, a copy of a book review or submitted article, a digital recording, an artistic representation or other creative approach to research and scholarship. Students should seek direction from their supervisor about the selection of artefacts.

Process and timelines

Upon the completion of ED 700, 701, 702, 703 and 704, students will register for ED 705, The Comprehensive Portfolio. This course will be introduced to students, and their Supervisory Committee, by the Graduate Coordinator, during the latter stages of ED 704. There will be an open timeframe for the completion of ED 705; students in consultation with their Supervisory Committee will decide when they are ready to present the comprehensive portfolio. With the

written support of their Supervisory Committee, students will propose a date for the presentation of the Comprehensive Portfolio to the Coordinator of Graduate Studies, who will then appoint an Internal Examiner.

PhD students will independently prepare artefacts for the Comprehensive Portfolio. The Supervisory Committee will meet with students to provide guidance related to portfolio development, but will not provide detailed and specific feedback on the artefacts prior to the Comprehensive Portfolio defense. This ensures that students are demonstrating their ability to work at a PhD level without detailed supervision of their academic work.

The portfolio will be submitted electronically to the Coordinator of Graduate Studies at least three weeks before the portfolio presentation to allow time to read and prepare for the Comprehensive Portfolio Defense. Supervisory Committee members and the Internal Examiner will submit at least two (2) possible questions (8 questions in total) to the Coordinator of Graduate Studies at least four (4) working days prior to the date of the defense, to ensure there is no overlap or redundancy in the questions.

Questions for the candidate shall include at least one question from all four areas of competence: Theoretical Knowledge, Research Knowledge, Professional Competencies, and Instructional Competencies. These questions will be given to the student in writing by the Coordinator of Graduate Studies (or Designate) at the time of the defense, but not before the defense takes place.

Assessment

Students will present their comprehensive portfolio to a Comprehensive Defense Committee comprised of the student's Supervisory Committee and an Internal Examiner who, in most cases, will be a UPEI Graduate Faculty member.

The Coordinator of Graduate Studies (or Designate) in the Faculty of Education acts as an ex-officio member and will chair the defense. The Chair is responsible for presiding over the defense, welcoming participants, and leading the process of the student's presentation and the questioning by committee members. S/he is not required to read the artefacts and does not vote on the outcome of the process.

The comprehensive portfolio defense will follow this outline:

- The Chair provides a welcome and introduction;
- The Chair gives an overview of the format for the defense;

- The PhD student provides a 20 minute overview of the key themes, issues and threads emerging from, and weaving throughout the portfolio, addressing their own growth in the four areas of competence;
- Short Break – The Chair will provide the student a written copy of the questions to review without accessing technology or notes;
- The Committee Members will ask the student their questions. During the student's answers, any Committee Member may probe the response;
- The candidate will be excused while the examiners deliberate the outcome of the defense;
- The candidate will be invited to return to the room where the Chair will read the outcome of the defense.

The Comprehensive Portfolio will be assessed using a pass/fail designation. The Supervisor(s), Committee Members, and Internal Examiner will assess competence at the PhD level in each of the 4 competence areas in Table 1. The Comprehensive Defense Committee will also use the following criteria to assign a pass or fail designation:

- Ability to write clearly, critically and concisely;
- Ability to build a coherent argument, drawing on relevant, current and primary sources of information;
- Ability to defend the comprehensive portfolio in a way that is logical, clear and substantiated (orally and in writing).

If the student receives a pass designation and requires revisions, the student will complete these revisions within three (3) weeks of the defense.

Students may present their comprehensive portfolio a second time should the first attempt be unsuccessful. Students who do not receive a passing grade on ED 705 on their second defense will be asked to withdraw from the PhD program in Educational Studies.

Becoming a Candidate

Once the PhD student has successfully passed ED705 (any required revisions have been made and the grade submitted to Registrar's office), the student's status will then shift to candidate. The student will then be registered into ED706 Dissertation.

Table 1: Four Principal Areas of Competence to be Demonstrated in the Comprehensive Portfolio

1. Knowledge of Theory	2. Research Knowledge	3. Professional Competencies	4. Instructional Competencies
Demonstrate a broad and in- depth familiarity with/and critical understanding of, prominent social, scientific and educational theories and applications within educational studies.	Demonstrate competence in research theories and methodologies, as well as a critical analysis of current quantative and qualitative research issues in educational studies.	Demonstrate competencies that enhance active professional engagement at a scholarly level (e.g. presentation of a poster or presentation at an academic, peer-reviewed conference, participation in grant writing and submission, submission of an article to a peer-reviewed journal, proposal review, management, and reporting of a Tri-Council research grant).	Demonstrate readiness to assume the roles of teacher in academia and other educational contexts, conference presenter, and workshop leader.