

Pitt Public Health

Practicum e-Portfolio Checklist for MPH Students

After you have found a practicum/ internship, use this checklist to guide you through the Practicum e-Portfolio process.

- Fill out Learning Agreement with advisor and preceptor
- Log into Digication account via pitt.digication.com
- Consult “Making Your Practicum Portfolio” document and training videos on the web publichealth.pitt.edu/e-portfolio
- Create your Practicum e-Portfolio from template (give it a unique name & select appropriate program practicum template)
- Change information on header slide
- Fill out Home & About My Practicum pages
- Build Competencies and Deliverables page with available information
- Submit midpoint e-Portfolio submission, as appropriate
- Update e-Portfolio throughout the practicum experience
- Finalize pages with deliverables and information about competency attainment
- Submit e-Portfolio to corresponding competency standard assignments

NOTE: You will submit your e-Portfolio a total of 6 times. You will need to submit the final e-Portfolio to each of the five competency assignments from your practicum in addition to the Final e-Portfolio assignment.

For example, this student met MPH Competency #1, #2, #3, #4, and EPIDEM Competency #3. Therefore, the student will submit their final e-Portfolio to each of these five competency assignments (as shown below in the instructor view) and to the final e-Portfolio assignment.

MPH Competency 01	MPH Competency 02	MPH Competency 03	MPH Competency 04	MPH Competency 05	MPH Competency 06	MPH Competency 07	MPH Competency 08	MPH Competency 09	MPH Competency 10	MPH Competency 11	MPH Competency 12	MPH Competency 13	MPH Competency 14	MPH Competency 15	MPH Competency 16	MPH Competency 17	MPH Competency 18	MPH Competency 19	MPH Competency 20	EPIDEM Competency 1	EPIDEM Competency 2	EPIDEM Competency 3	EPIDEM Competency 4	Final eportfolio	
F	F	F	F	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	F	S	S	C