Welcome to the P&S Portfolio. You are about to embark on a process of profound transformation. Although you’ll receive the MD degree at the end of medical school, the process of becoming a doctor begins now in this first semester. We at P&S firmly embrace the idea that writing and reflection are powerful tools, not just as a record of this transformation, but an agent of transformation. You will transform, but the self-awareness that comes through reflection, writing, and discussion will be invaluable in becoming the doctor you wish to be. We find this to be true in our own careers, some of us are decades out of training and we continue to grow and learn.

The goal of P&S Portfolio is to create a space for students to chart their medical school journey with attention to the P&S curricular goals as defined by the school-wide values ([http://ps.columbia.edu/education/academics/school-wide-learning-objectives](http://ps.columbia.edu/education/academics/school-wide-learning-objectives)). We are committed to helping P&S students along every step of the process to achieve these goals in a way that fits with each student’s personal ideals and aspirations of being and becoming a physician.

The specific aims of the Portfolio:

1. To reinforce students’ reflective capacity as self-regulated learners and as future P&S physicians.

2. To maintain students’ awareness of school-wide values and their achievement prior to graduation.

3. To archive students’ achievements through their four years of medical training as grounds for self-assessment, recognition of strengths and weaknesses, and reaching of professional goals.

4. To integrate longitudinal opportunities for each student to engage in structured reflections with input from peers and faculty, leading to formation of a unique professional identity.

There are 3 primary elements of the Portfolio program:

1. Writing and saving the writing: Through your tenure at P&S, you will be regularly prompted to contribute reflective work to your Portfolio. You will share these reflections with fellow students and with your Portfolio Reader, and in doing so, you will have an opportunity to gain a wider perspective on how you have changed and are changing. You will access your personal Portfolio via CourseWorks. There are various types of writing that you will add to your Portfolio.
   a. *In-class writing:* For your first three semesters, Portfolio activities will generally be based within the Foundations of Clinical Medicine (FCM) Seminars course. Once a month, during FCM small group meetings, you will be asked to bring your laptop or tablet to your small group session, write a brief reflection, and upload the writing directly to your Portfolio.
b. **Assignments**: There are formal writings assignments that have been part of P&S curriculum for years. When you submit these assignments on Courseworks, they will automatically upload into your Portfolio. There may also be Portfolio assignments added in other courses (i.e., Anatomy, Psych Med).

c. **Signature Reflections**: Once a semester, you will be asked to look back over your Portfolio content and medical experiences and write a Signature Reflection: a meta-reflection based on your experiences. These will be submitted to your Portfolio Reader for feedback.

d. **Spontaneous entries**: You may contribute to your portfolio as much as you like.

2. **Small group discussion/feedback from peers and Portfolio Reader**: Within FCM small group meetings and later throughout the curriculum, you will be invited to share your Portfolio entries with peers and your Reader. The FCM preceptors have had rigorous training in close reading and responding to others’ writing so that they are prepared to facilitate the portfolio discussions in class and to comment privately on individual students’ writing.

3. **Meeting with Portfolio Reader**: Your Portfolio Reader throughout medical school will be your first-year FCM small-group preceptor. Approximately once per semester, you will meet with your Portfolio Reader to discuss your unfolding understanding of the school-wide values, your personal achievements, and your remaining goals. You will be asked to share your Signature Reflection and 1-2 other Portfolio entries with your Reader prior to this meeting.

**FAQ:**

1. **Who will have access to my Portfolio entries?** Your Portfolio entries will be visible only to you and your Portfolio Reader. Periodically you will invite your Reader to give feedback on specific entries. Although your Reader has the ability to see your entire Portfolio, all Readers have agreed to review only those entries to which you invite them.

2. **Will I be able to take my Portfolio with me when I graduate?** You will be able to continue to access your Portfolio after you graduate.

3. **Will my Portfolio entries be used to grade me for a course?** Your Portfolio entries are a required component of your medical school curriculum; however, you will not be graded on your Portfolio content.