



## For teachers

### Learning Contract – An additional instrument to the portfolio

ePortfolio and learning contract are two highly important learning tools to improve the meta-cognitive skills of students, in other words: to improve their awareness of and competence in using learning methods.

#### Learning contract

- ☑ Firstly, the learning contract brings into consciousness the responsibility of each learner for his or her learning success, and it enhances the commitment of students to their learning development.
- ☑ Secondly, the learning contract gives them a tool to precisely and coherently plan their learning path and aims as well as the methods they use in doing so.
- ☑ An important part of the learning contract is the date, the student has to set, and the signature, a student has to make as well as the teacher. The liability raises, if you let also two students of confidence in a learning group countersign the contract.
- ☑ To have a proper effect, the contract should be controlled and discussed in the learning group at least every quarter of a year, possibly also more often.
- ☑ Learning contracts enable students to control their learning process where they normally think they have no control. Conscious planning and self-control are important tools for improvement.

#### ePortfolio

- ☑ The portfolio is nothing else than a learning diary, where students write down what they have done in class and which methods they have used. They should also note whether the method was effective, resp. whether there was a learning success or not. Where they think they still have to improve, they should write down a precise plan and strategy how to compensate the still existing problems.
  - ☑ The portfolio can only work effectively when filled out regularly and honestly. Therefore you should think about integrating the correctly filled out portfolio in the student's assessment. But perhaps you will decide that this would only diminish motivation. You know your class best and can judge their working attitude appropriately.
  - ☑ If you want to use the portfolio, you can let your students fill out a word document on the PC and saving it on a learning platform. Or they print it out and put it into their hardcopy file.
- **You can download two samples for a learning contract and a portfolio each.**