1. PERSONAL PARTICULARS
Name: 
Home Phone: 
Office Phone: 
Address: 
Current Academic Rank: 

2. PERSONAL STATEMENT
• Teaching Philosophy
  For example: your approach to education, principles that underlie your teaching
• Personal & Professional Goals as an Educator
  For example: list of aspirations for achievement, plans for learning and growth

3. TEACHING AND SCHOLARSHIP
• Teaching Activities
  Describe the quantity and quality of your teaching activities
  List important teaching activities – eg. Lectures, workshops
  Reflect on your planning process and its impact on learners
• Educational Scholarships
  List your educational scholarships

4. MENTORING AND ADVISING
• List of mentees and their progressions
  Reflect on how mentoring/advising experience has added value to you as a medical educator

| Name of Mentee/Advisee | Dates | Mentee’s position/role at start of mentoring | Mentoring Focus (eg. Research) | Outcomes: Mentee’s current position and achievements |
|------------------------|-------|---------------------------------------------|------------------------------|--------------------------------------------------|
|                        |       |                                             |                              |                                                  |

5. EDUCATIONAL RESEARCH PRODUCTS
• List of research papers and other educational research products

6. LEADERSHIP AND ADMINISTRATION
• Educational Leadership and Administration Descriptions
  List your past or present leadership roles in education – eg. List your roles, level, dates and outcomes in programs, courses, educational committees
  Reflect on your experiences in these roles

| Role in Program/course/educational committee | Level | Dates | Outcomes |
|---------------------------------------------|-------|-------|----------|
|                                             |       |       |          |

7. CURRICULUM DEVELOPMENT
• Description of curriculum development activities

| Curriculum Topic | Type of Learners | Was it implemented? | Where it was implemented | Curriculum Description |
|------------------|------------------|---------------------|-------------------------|------------------------|
|                  |                  |                     |                         |                        |
A Systematic Scoping Review on Portfolios of Medical Educators

8. LEARNER ASSESSMENT
   • Description of learner assessment methods employed/deployed

| Assessment Method | Context of Assessment | Assessment Role | No. and types of Learners assessed | Outcomes of Teaching Effectiveness |
|-------------------|-----------------------|-----------------|-----------------------------------|-----------------------------------|

9. FORMAL RECOGNITION
   • List any formal recognitions

10. PROFESSIONAL DEVELOPMENT
    • Describe your professional developments in medical education
    • List any professional development activities