**An ex­ample of the structure of an academic portfolio**

**1. Basic information**

* Personal and contact information
* Education and degrees
* Other necessary background information

**2. Research and scientific activities**

* Experience of research and other scientific activities
* Research philosophy and ethics, primary fields of research
* Significant publications
* Research assessments and awards
* Activities in the academic community
* Vision and personal development
* Other scientific qualifications

**3. Teaching and supervision**

* Experience of undergraduate and postgraduate teaching and supervision
* Pedagogical approach and training
* Published study materials and use of educational technology
* Development of teaching and awards for teaching
* Participation in the assessment and development of teaching
* Strengths, development challenges, and visions of your teaching
* Other teaching-related qualifications

**4. Administration and other activities**

* Administrative and management duties
* Duties in your field outside the University
* Active role in society
* Publications, presentations, and the dissemination of scientific knowledge through other means
* Other significant qualifications and duties