Portfolio Manager

An electronic portfolio is a collection of structured (templated) web pages that you can easily build and maintain without any knowledge of programming or web publishing.

Descriptions of pages that comprise an ePortfolio can be found at the bottom of this page.

Actions

- **Add New Page of a Specific Type**
  - Home, Collection, Document, Templated Document, Web Log (blog), Slide Show, Calendar, Survey/Test

- **Modify Existing Pages**
  - Introduction to Helen Barrett’s Portfolio (Home): Edit Page, View Page
  - ePortfolio Development Blog (Weblog): Arrange/Edit Page, Add Posting, View Weblog
  - Biography and Vita (Home): Edit Page, View Page
  - Electronic Portfolio Competency (Collection): Arrange/Manage Items, Edit Page, Add Item, View Collection
  - Digital Storytelling Competency (Collection): Arrange/Manage Items, Edit Page, Add Item, View Collection
  - Technology Competency (Collection): Arrange/Manage Items, Edit Page, Add Item, View Collection
  - Teaching and Instructional Design Competency (Collection): Arrange/Manage Items, Edit Page, Add Item, View Collection
  - Calendar (Calendar): Edit Page, Add Single Event, Add Repeating Event, View/Modify Calendar
  - Portfolio at a Glance (Document): Edit Page, View Document
ePortfolio Presentation Options
Configure (colors, fonts, profile), Arrange (order, hide, delete), Privacy Settings

Non-Editing Functions
Preview your Portfolio, Publish your Portfolio, Download your Portfolio, Go to ePortfolio Home

ePortfolio Pages

There are several types of pages you can add to your portfolio. You may add as many pages of each type as you would like (e.g., 2 Home pages and 3 Slide Shows).

- **Home** This page contains a picture and text. For example, it could be a picture of yourself along with a short introduction or biography - example home page.

- **Collection** This page contains a collection of links and associated descriptions. The link contents may already exist or be uploaded for use in this page. - example collection page.

- **Document** This refers to a stand-alone document such as a resume, syllabus or a philosophy; it is prominently displayed outside of a collection and will not render within the ePortfolio default template. A Document can be any file that will display within a web browser (e.g., .pdf, images, .doc) - example document page.

- **Templated Document** This is an "html" or "txt" document that will be rendered within the ePortfolio default template and chosen format - example templated document page

- **Web Log (blog)** This is a series of entries (perhaps journal or log entries) ordered by date; a weblog entry can contain an optional picture plus text - example blog page
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- **Web Log (blog)**  This is a series of entries (perhaps journal or log entries) ordered by date; a weblog entry can contain an optional picture plus text - example blog page.
- **Slide Show**  This is a set of pictures and captions that are turned into a slide show for you. Information regarding suggested picture size and resolution can be found on the "Add Slide Show" form. - example slide show page.
- **Calendar**  This is a personal calendar to be included in your ePortfolio. You can add events to your calendar such as your office hours, committee meeting times, holidays and vacations - - example calendar page.
- **Survey/Test**  A survey page can be included in your ePortfolio; after the survey is launched, publishable data is collected and accessible. This same functionality can be used for Quizzes or Tests - example survey page.
Arrange & Edit Blog ePortfolio Page

WebLog Page Title: ePortfolio Development Blog

Optional Introduction: (displays on page before first posting):
This blog will document Helen Barrett’s experience using the Maricopa e-portfolio system.

Text Entry Help

Display Order: Newest to Oldest ❌ Oldest to Newest

Weblog Postings

<table>
<thead>
<tr>
<th>State</th>
<th>Posting Date</th>
<th>Posting Title - Select to View/Edit Posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active</td>
<td>Sep 9, 2004 12:26 PM</td>
<td>Feedback to the Developer of this tool</td>
</tr>
<tr>
<td>Active</td>
<td>Sep 9, 2004 01:40 PM</td>
<td><strong>Comments from Audree Thurman</strong></td>
</tr>
<tr>
<td>Active</td>
<td>Sep 9, 2004 04:15 AM</td>
<td>Finished entries</td>
</tr>
<tr>
<td>Active</td>
<td>Sep 9, 2004 10:17 AM</td>
<td><strong>Comments from Dale Doubleday</strong> <strong>(Unread)</strong></td>
</tr>
<tr>
<td>Active</td>
<td>Sep 9, 2004 03:11 AM</td>
<td>Portfolio at a Glance</td>
</tr>
<tr>
<td>Active</td>
<td>Sep 8, 2004 03:10 PM</td>
<td>Getting Started</td>
</tr>
</tbody>
</table>
Edit Home Page

Home Page Title: Introduction to Helen Barrett's Portfolio

Page Content (e.g., brief bio or introduction):
Welcome to my Maricopa e-portfolio. I am exploring the capabilities of this portfolio system as part of my research on implementation of online electronic portfolio systems.

Click on the Select Page button above and you will see the pages that I have decided to include in this version of my portfolio. You can read my biography, see the artifacts that I have identified as my best work, and read my blog about creating this portfolio.

If you click on the Site Map, you will see all of the pages I have created for this portfolio. If you follow a link and want to return, use the Back button on your browser.

Click on Contact Me, and you can send me an e-mail.

Every portfolio has a purpose. My purpose for developing this portfolio is to (If this page contains an image, check here if excess text should wrap around the image)

Optional Content Title (e.g., bio title): Home Page for Helen Barrett

Uploadable Image (Leave blank to retain any uploaded image; check to delete image): Browse...
Welcome to my Maricopa e-portfolio. I am exploring the capabilities of this portfolio system as part of my research on implementation of online electronic portfolio systems.

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Optional Content Title (e.g., bio title): Home Page for Helen Barrett

Uploadable Image (Leave blank to retain any uploaded image; check to delete image): Browse...
## Arrange/View Collection Items

<table>
<thead>
<tr>
<th>Order/Hide/Delete</th>
<th>Link Title - Click to View Document</th>
<th>Description - Click to View/Edit Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Apple Learning Interchange Exhibit on Electronic Portfolios</td>
<td>I developed this Expert Exhibit on Electronic Portfolios for</td>
</tr>
<tr>
<td>2</td>
<td>Publications on Electronic Portfolios</td>
<td>These specific papers published on my website highlight the</td>
</tr>
<tr>
<td>3</td>
<td>My Electronic Portfolios web site</td>
<td>This is my web site on electronic portfolios in education. I</td>
</tr>
<tr>
<td>4</td>
<td>My 'Blogger' blog</td>
<td>I started to experiment with blogs in the spring of 2004. Wi</td>
</tr>
</tbody>
</table>

Arrange Items
Edit Header Pieces

Collection Page Title: Electronic Portfolio Competency

Optional Introduction Text (displays on top of page introducing the collection):
This is my collection of artifacts that are selected to demonstrate specific competencies in portfolio development knowledge and skills. I have been researching, presenting and writing about electronic portfolios since 1991. This collection shows the growth in my thinking about electronic portfolio development between 1991 and 2004.

(If this header contains an image, check here if excess text should wrap around the image)

Optional Introduction Image (Leave blank to retain any uploaded image; check to delete image):

Update Collection Header

Edit Collection Items

Apple Learning Interchange Exhibit on Electronic Portfolios: Edit
Publications on Electronic Portfolios: Edit
My Electronic Portfolios web site: Edit
My 'Blogger' blog: Edit
Add Collection Item

Link Title (text that will display as a link):

Description (displayed adjacent to the link title):

(Optional) Uploadable Image (displayed above the link title):

Complete ONE of the following:

1. External Link:  http://

2. Link to Another ePortfolio Page:  No Page Selected

3. Uploadable Link Contents:

Add Item
Edit Document Page

Document Page Title: Portfolio at a Glance

Document To Upload (leave empty to use existing document):

Update Document Page
Add Blog Posting

Posting Title:  

Posting:  

(If this posting contains an image, check here ⇒ if excess text should wrap around the image)

Uploadable Picture (optional):  

Add Blog Posting
Configure Your ePortfolio

Note: The values shown here are already set; changing them is optional and you can change them at any time

Personal Identification

First Name: Helen  Middle Initial:  Last Name: Barrett

School: Maricopa  Email Address: helen.barrett@comcast.net

Class Section Number or Group Name: (e.g., TSS, 17345)

Page Level Attributes

Page Title Text Color: white  "Contact Me" Bar Color: silver  Page Background Color: black

Or click here for Advanced Page Level Configuration

Body Portion of the Page Attributes

Body Title Text Color: bluegreen  Body Regular Text Color: black

Or click here for Advanced Body Attribute Configuration

Configure
### Arrange ePortfolio Pages

Note: Pages will order beginning with '1'

<table>
<thead>
<tr>
<th>Order/Hide/Del</th>
<th>Page Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Helen Barrett's Portfolio</td>
</tr>
<tr>
<td>2</td>
<td>ePortfolio Development Blog</td>
</tr>
<tr>
<td>3</td>
<td>Biography and Vita</td>
</tr>
<tr>
<td>4</td>
<td>Electronic Portfolio Competency</td>
</tr>
<tr>
<td>5</td>
<td>Digital Storytelling Competency</td>
</tr>
<tr>
<td>6</td>
<td>Technology Competency</td>
</tr>
<tr>
<td>7</td>
<td>Teaching and Instructional Design Competency</td>
</tr>
<tr>
<td>9</td>
<td>Calendar</td>
</tr>
<tr>
<td>10</td>
<td>Portfolio at a Glance (49KB .xls file)</td>
</tr>
<tr>
<td>11</td>
<td>Portfolio at a Glance PDF (66KB .pdf file)</td>
</tr>
<tr>
<td>Hide</td>
<td>Writing and Assessment Competency</td>
</tr>
</tbody>
</table>

[Arrange Pages]
## Manage Privacy Settings

<table>
<thead>
<tr>
<th>Page Title</th>
<th>UserID &amp; Publish Password for ePort Viewing</th>
<th>Syndication Setting (Weblogs &amp; Collections)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Helen Barrett's Portfolio</td>
<td>ID: __________ Passwd: __________</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>ePortfolio Development Blog</td>
<td>ID: __________ Passwd: __________</td>
<td>On</td>
</tr>
<tr>
<td>Biography and Vita</td>
<td>ID: __________ Passwd: __________</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Electronic Portfolio Competency</td>
<td>ID: __________ Passwd: __________</td>
<td>On</td>
</tr>
<tr>
<td>Digital Storytelling Competency</td>
<td>ID: __________ Passwd: __________</td>
<td>On</td>
</tr>
<tr>
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</tr>
<tr>
<td>Calendar</td>
<td>ID: __________ Passwd: __________</td>
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</tr>
<tr>
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Every portfolio has a purpose. My purpose for developing this portfolio is to show my skills in developing an electronic portfolio using any number of tools. After reviewing all of my artifacts (see my Portfolio at a Glance) I found five general categories of competencies:

1. Electronic Portfolio Knowledge, Skills and Experience
2. Digital Storytelling - Digital Video Editing Skills
3. Multimedia & Web Page Authoring Skills - Technology Skills
4. Teaching and Instructional Design Skills - Presentations
5. Assessment Knowledge and Writing Skills (included under the first category)
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  - Calendar (Calendar): Edit Page, Add Single Event, Add Repeating Event, View/Modify Calendar
  - Portfolio at a Glance (Document): Edit Page, View Document
  - Portfolio at a Glance PDF (Document): Edit Page, View Document
  - Writing and Assessment Competency (Hidden Collection): Arrange/Manage Items, Edit Page, Add Item, View Collection

- ePortfolio Presentation Options
  - Configure (colors, fonts, profile), Arrange (order, hide, delete), Privacy Settings

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ePortfolio Pages