Creating an ePortfolio Website

Why an ePortfolio?

The ePortfolio will be a space for you to save all your assignments and other resources that will be generated from the course. By creating this site you will have access to it at anytime from anywhere. You will be able to organize your knowledge and skills and hopefully complete the course with a great sense of accomplishment.

I recommend you have your current students create an ePortfolio for the classes you are now teaching.

What is a ePortfolio:

An ePortfolio can be a paper collection found in a binder or it can be an online digital briefcase. The latter can be shared with anyone, including the teacher, for review, assessment or sharing.

When should you create an ePortfolio?

The best time is at the beginning of the class. This will allow you to slowly add the materials as we proceed through the modules.

How do you create an ePortfolio?

There are a number of free Internet services you can use. We will use Google Sites which allows everyone to gather 10 Megabytes of data at the portfolio.

Note: Last semester some of you created a site for CTE555. I suggest you begin a new CTE550 site and link it to your other site.Name your site with your last name and then add the CTE550.

Step B: Review other class sites

- GubingCTE550 https://sites.google.com/site/gubingcte550/
- Marilyn Michaels https://sites.google.com/site/marilynmichaelscte550/
- Jae Lee https://sites.google.com/site/leecte550/home

BEGIN:

1. At your Internet browser, type in https://sites.google.com/
2. You will be prompted to login to your Google Account or you will need to create an account if you have not done so already.

3. Click on the word CREATE

4 **Choose "blank template."** Do not choose a custom template such as "class template" if this is the first time you are creating a site.

5. Name your site - I suggest something such as your school name plus the name of your program. Example: NorthSideHighwbl Your url address will be one big mixture of letters.

6. Choose "Make your site Public" so everyone in the class can see it.

7. Type the funny words, and your site should be created. At the top of the page Google announces it is creating your page. Within 1 minute your page is either created or it will tell you that the name is taken If you still see the words "creating your site" after three minutes, click on the back arrow key and it should take you to your site.

8. Make your site heading read correctly.

- Choose from the right side the MORE tab. Choose "Manage Site"
- Re-type your page name.
- Click on SAVE
- Click on the name of your site at the far left of the page.

9. You now need to add pages.

- Click the icon on the right with the plus sign - CREATE PAGE
- Name the page - Mod 1
- Place the page below the "top level" not under Home.
- SAVE and click on your site name at the far left of the page.

10. Edit your Mod 1 page - add a Voki, a picture of Thomas Friedman or his book, etc.

Create a subpage for Assignments and one for videos.
 Attach any course handouts to the assignment page (See step 8 below)
Try inserting one of Friedman's videos. See
https://www.youtube.com/watch?v=tggWMyhwxr0&feature=player_embedded

You only need to set up Mod 1. Wait to set up the additional pages.

GOOGLE TOOLS - to find answers to your questions - in a Google search box use these words, "how to ? in Google sites"

1. How to create a site http://support.google.com/sites/bin/answer.py?hl=en&answer=153197
2. How to add pages http://support.google.com/sites/bin/answer.py?hl=en&answer=96768
3. How to edit pages http://support.google.com/sites/bin/answer.py?hl=en&answer=153196
4. How to add images http://support.google.com/sites/bin/answer.py?hl=en&answer=92123
5. How to move a page to a different position
   http://support.google.com/sites/bin/answer.py?hl=en&answer=90532
6. How to edit your side bar http://support.google.com/sites/bin/answer.py?hl=en&answer=183720
7. How to use Google shortcuts http://support.google.com/sites/bin/answer.py?hl=en&answer=189191
8. How to attach a file from your computer http://support.google.com/sites/bin/answer.py?hl=en&answer=90563
9. Comments and attachments http://support.google.com/sites/bin/answer.py?hl=en&answer=98225
10. How to insert videos https://www.youtube.com/watch?v=tggWMyhwxr0&feature=player_embedded

You can search in You Tube for Google tutorials. Many of them are old and do not match the current layout but they are helpful.