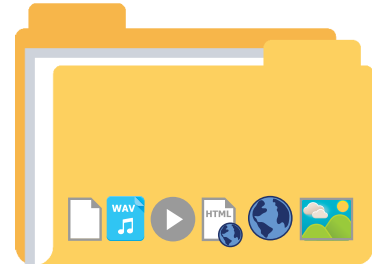# ePortfolio

What is an ePortfolio?

An **ePortfolio** is a private electronic space where you can create, collect, reflect on, organize, and, if you choose, share your work and experiences with others and solicit feedback. Your ePortfolio can include a variety of file types, including text documents, audio, videos, images, and webpages.

Why use ePortfolio?

At UWaterloo, ePortfolio is used for two main purposes:

Academic Use of ePortfolio
In some courses, students use their ePortfolio to create a presentation that is graded. Students can also use the ePortfolio to collect and reflect on their work from several courses, helping them make connections and integrate their learning as they progress through their program.

Personal and Professional Use of ePortfolio
Students can use their ePortfolio to build an electronic, enhanced resume that contains a variety of media. Through an ePortfolio presentation students can showcase their best work from their courses, volunteer and work experiences, and provide evidence of skills they've developed (e.g., critical thinking, communication, leadership, teamwork), as well as their other achievements throughout university. They can share their ePortfolio presentations with potential employers, family, and friends.

Faculty members and instructors can use an ePortfolio to create a teaching dossier, C.V., and presentations to showcase and share their work with others.

How do I navigate the ePortfolio dashboard?

When you sign into your ePortfolio you will be brought directly to a screen that shows the 4 main areas of the ePortfolio. This is known as the ePortfolio dashboard.

ePortfolio	My Items	Explore	Sharing Groups
This is the landing page. It contains all items (yours and items which others have shared with you) on which there has been recent activity.	**My Items** contains all of the files that you created, or added. Your items are called artifacts. In **My Items** you can organize your artifacts into collections and presentations.	**Explore** contains the items (i.e., artifacts, reflections, collections, presentations) that have been created by others and shared with you.	**Sharing Groups** is where you can locate and apply instructor-created sharing groups.

How do I use ePortfolio?

Create and collect "artifacts" in "My Items". Artifacts can be:

Text Files

Audio Files

Webpages

Images

Links

Videos

Reflect on your work by composing "reflections" that you can tie to a specific artifact or show independently, as evidence of your learning.

Start by creating or adding artifacts or reflections then organize these into **collections** and **presentations**.

OR

Start by creating a **presentation** or a **collection** and then add artifacts or reflections.

Organize your artifacts and reflections into presentations and collections

My C.V.

Collections

Course Presentations or Capstone

ePortfolio

Presentation on Co-op or Co-curricular Experience

Share your artifacts, reflections, collections and presentations with others.

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