Creating Student Digital Portfolios

Action Step 1: During 4th Period on Tuesday, August 27, 3rd Period on Wednesday, August 28, 2nd Period on Thursday, and 1st Period on Friday, students start to create their digital portfolio shell. To do this, each student will log onto their Google Drive.

Instructions for accessing Google Drive: on Slide 2.

Depending on the level of the student, they may create their portfolio from scratch using Google Sites or mimic this site of this standard shell:

https://sites.google.com/wcpss.net/lrhsstudentportfoliosample/home

(Instructions regarding how to duplicate the site can be found on Slide 3.)

Duplicating the Standard Shell

Instructions for Accessing Google Drive

Open Chrome. Establish a new tab. Click on the Google Apps button with the nine dots, and then the triangle Drive icon. If not signed in, it will prompt you to sign in to Wake ID.
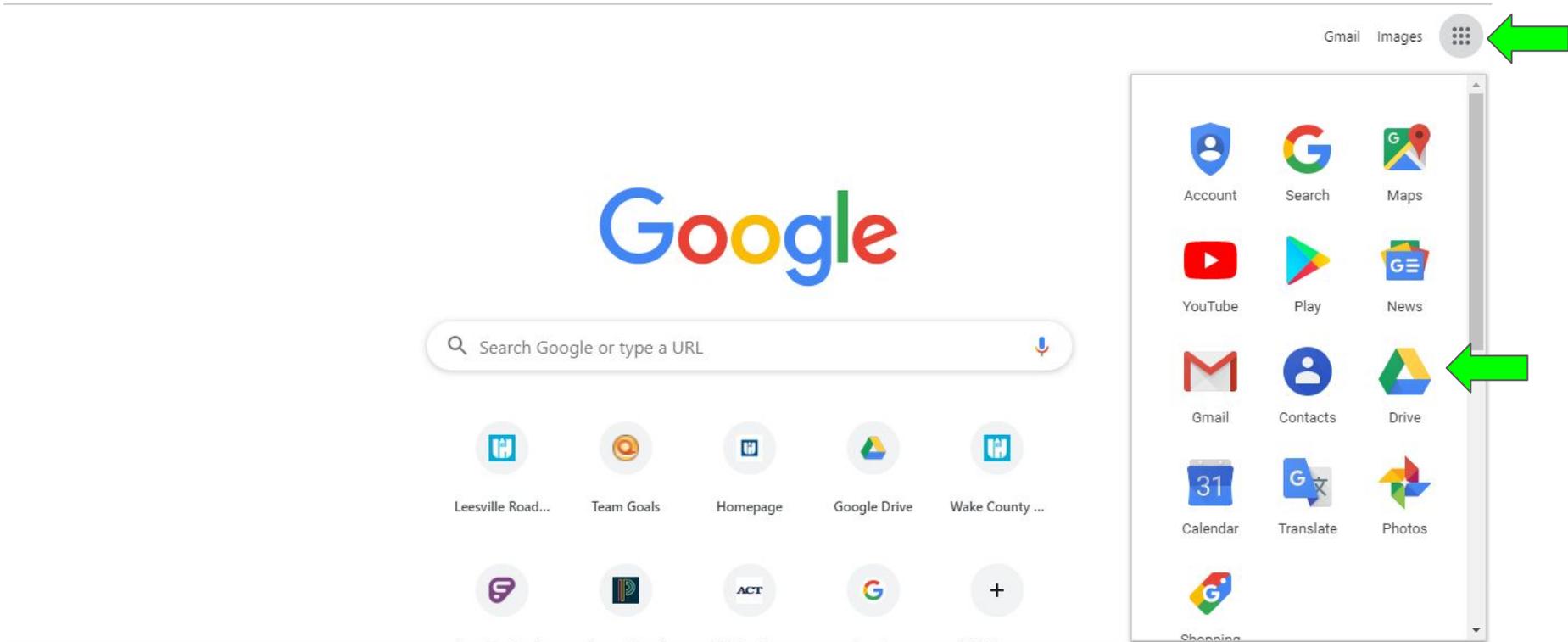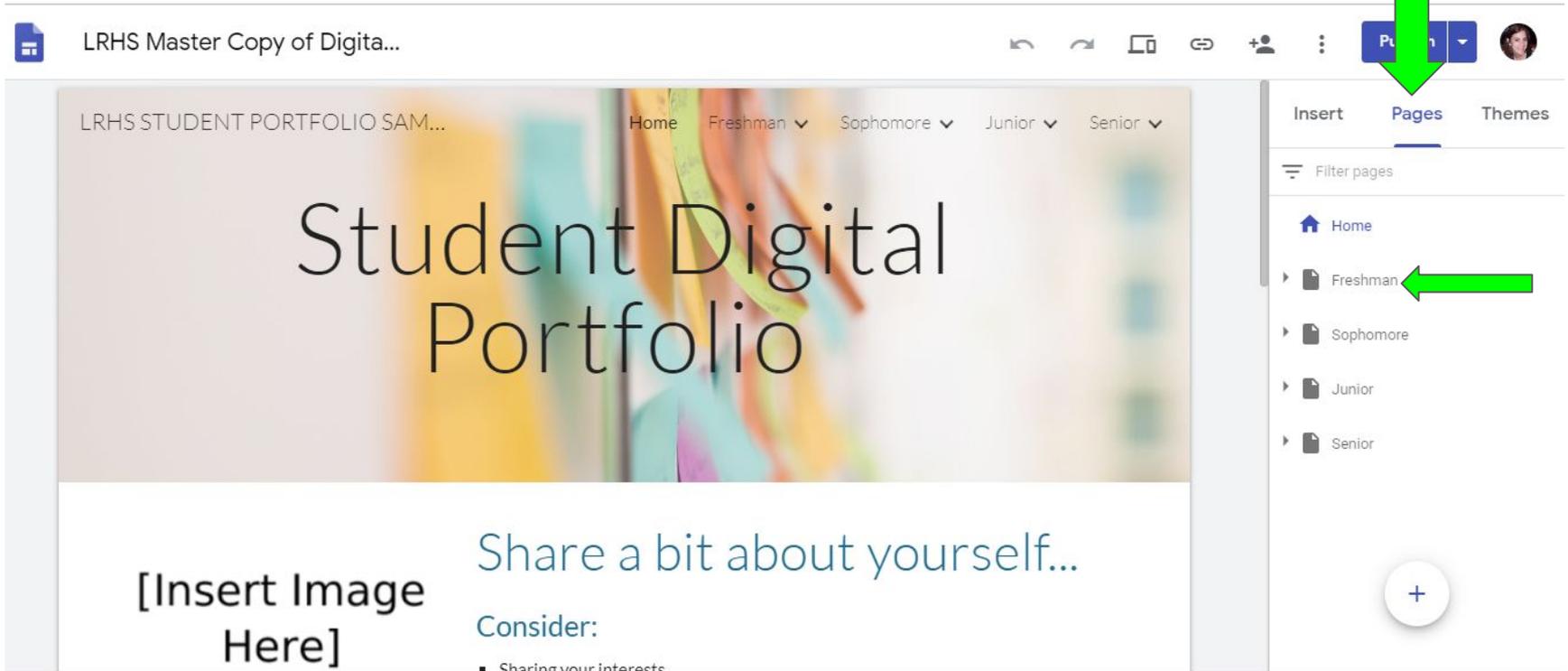
Elements for Students to Edit

★ Pages and Subpages
  ○ Student Discretion. Pages can be by school year with subpages being the courses within that year (as is the standard shell), or by subject areas (Math, English, Social Studies, Science, Electives) with subpages being the individual courses.

★ Header Type, Title, and Image(s)
  ○ Type: Cover, Large Banner, Banner, or Title Only
  ○ Title: Do NOT Include Last Name
  ○ Images: Do NOT Include Personal Images w/o Parental Permission

Editing Pages/Subpages

Click on Pages. Then, click on a page name to edit it. To edit subpages, click on the arrow next to the page name. It will then display the subpages beneath the page name. To add a page, click on the + button at the bottom.

Editing Headers

Click on the Header Type to select your preferred header. Click on Change Image to edit the header image. Click on the actual title to edit the title.