Trying out eportfolios in LINC

Bonnie Jean Nicholas

#WeAreBC16
Marola
PBLA is tell the story of the student’s journey in learning English.

Linda
As the other technologies, e-portfolio was very cool for me. I like using my e-portfolio every day and more.

Ying
Learning gets new things done and it’s never too late.
Amazing to see what Bonnie Nicholas' CLB 6 LINC class has done with ePortfolios Fun Informative NorQuest @NorQuest
Selected Resources

- [electronicopportfolios.org](http://electronicopportfolios.org) (Dr. Helen Barrett’s excellent site)
- [ePortfolios with Google Apps](http://ePortfolios with Google Apps) (Dr. Barrett’s second excellent site)
- [EPORTOLIOS](http://EPORTOLIOS) University of British Columbia Toolkit
- [ePortfolios Explained](http://ePortfolios Explained) University of Waterloo Centre for Teaching Excellence
- [ePortfolios](http://ePortfolios) (UK)
- [https://sites.google.com/site/eportfoliopbla/](https://sites.google.com/site/eportfoliopbla/) This is a template I made for using eportfolios with PBLA.
Google Sites

• Students have a NorQuest-assigned Gmail account.
• This gives them access to Google Sites.
• Students created their own private Google Site and shared with the instructor.
These are the instructions that the students followed to create their eportfolios.

Creating an eportfolio

Part 1: Creating the site
Part 2: Adding content
CREATING AN EPORTFOLIO
PART 1: CREATING THE SITE

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Bonnie Nicholas
What is a portfolio?

• All LINC instructors use Portfolio-Based Language Assessment (PBLA) to assess students’ language skills.

• All students in LINC classes must have a portfolio.

• Your portfolio contains:
  • a self-introduction
  • your learning goals
  • an inventory of your PBLA tasks
  • PBLA Tasks and assessments
    • (Listening, Speaking, Reading, Writing)
  • your reflections on your learning
Two types of portfolios

- Paper-based
  - Use a binder.
  - Anything you do online must be printed and added to your binder.

- Electronic (eportfolio)
  - Store everything online.
  - Everything you do on paper must be scanned and uploaded.
Pros and Cons

- Paper-based
  - It’s easy to have paper copies.
  - You need to carry your binder around.
  - It’s easy to lose materials.
  - You can’t have media files.

- Electronic (eportfolio)
  - Your portfolio is always available.
  - You can add media files.
  - It’s more work setting up an eportfolio.
  - You need to be online to see your portfolio.
Creating an eportfolio

1. Log into your mynorquest email.
2. Click on the apps icon.
3. Click on Google Sites.
Creating an eportfolio

4. Click on “Create”.

![Image of creating an eportfolio on Norquest College website](image-url)
Creating an eportfolio

5. Use a blank template.

6. Name your site. Use your first name. My portfolio would be “Bonnie’s eportfolio”.

7. Your URL will be created.

8. Choose a theme.

9. Click “Create” again.
Creating an eportfolio

Edit. Add a page. Settings.
Creating an eportfolio

10. Click on “Settings” or on “Share” to make your Site private.

<table>
<thead>
<tr>
<th>Manage Site</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bonnie's Eportfolio</strong></td>
</tr>
<tr>
<td>Recent site activity</td>
</tr>
<tr>
<td>Pages</td>
</tr>
<tr>
<td>Attachments</td>
</tr>
<tr>
<td>Page templates</td>
</tr>
<tr>
<td>Apps Scripts</td>
</tr>
<tr>
<td>Deleted Items</td>
</tr>
<tr>
<td>General</td>
</tr>
<tr>
<td><strong>Sharing and Permissions</strong></td>
</tr>
<tr>
<td>Themes, Colors, and Fonts</td>
</tr>
</tbody>
</table>

**Link to share (allows editing)**
https://sites.google.com/a/mynorquest.ca/bonnie-s-eportfoli0/

**Who has access**

- NorQuest College
Anyone at NorQuest College can find and edit

- Bonnie Nicholas (you)
b nicholas123@mynorquest.ca
Is owner

**Invite people:**
Enter names or email addresses...
Creating an eportfolio

10. Choose “Off – Specific people” and Save.

11. Then invite me. Use this email address: bnicholas123@mynorquest.ca
Congratulations!
You have created your own eportfolio!

• Next, we’ll start adding pages and content to your eportfolio.
• These are some things we may be adding:
  • a self-introduction, including your CLB scores when you started our class
  • your needs assessment (from the first week of class)
  • your learning goals
  • an inventory (list) of your PBLA tasks
  • PBLA Tasks and assessments
    • (Listening, Speaking, Reading, Writing)
  • your self-assessments
  • your reflections on your learning
Customizing your eportfolio

• This is **YOUR** portfolio!
• **You** can change the design any time you want.
• **You** can choose to link your personal blog to your portfolio.
• **You** can decide to add extra pages and information to your portfolio.
• **You** can add pictures to your portfolio.
• **You** decide what to do with your portfolio at the end of term.
• **You** decide who to share your portfolio with.
CREATING AN EPORTFOLIO
PART 2: ADDING CONTENT

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Bonnie Nicholas
Creating an eportfolio (Part 2)

• Congratulations! You have set up your Google Site for your eportfolio.
  1. Now you will be adding some pages.
  2. Then you will add your writing to your pages.
  3. Next you will add tables to your LSRW pages.
  4. Finally, you will be ready to upload some of your PBLA tasks to your portfolio.
Creating pages in your eportfolio

- **Pages:** You will need to add some pages to your eportfolio. Here are the pages that you will need:
  - **Home** (or **About me** or **My Autobiography**)
  - **My Learning Goals**
  - **Learning Reflections**
  - **PBLA**
    - **Listening Tasks**
    - **Speaking Tasks**
    - **Reading Tasks**
    - **Writing Tasks**
Creating and saving a page

1. Name your page.
2. Put the page at the top level.
3. Create (red button).
4. Save your page (blue button).
5. When you create your LSRW pages, put them under your PBLA page.
Creating and saving a page

This is how your eportfolio might look.

These are the pages.

Be sure to enable comments.
Your home page

- You can rename your home page if you want:
  - About me
  - My autobiography
- Write about yourself on your home page. Write a paragraph with 5 – 6 sentences.
- You can upload a picture of yourself if you like.
- You can upload other pictures as well that tell your reader (me) who you are. For example, you might want to upload a picture of your home country.
- I will bring in a camera and take some pictures of you working in class. I will upload these to your Google Drive folder.
- You can add your needs assessment as a file.
My Learning Goals

• Write about your learning goals.
• You can use the SMART goals worksheet that you completed early in the term to help you write your learning goals.
• Write about your long-term and short-term goals.
• Write about your language-learning goals.
• You can write a paragraph, insert a table, or use point-form notes to write about your learning goals.
• Be sure to enable comments on all your pages.
Reflections

• You can name this page something else if you like:
  • Reflecting on my Learning
  • Learning reflections
  • Reflections

• This page is where you will think and write about your learning.

• Write a paragraph reflecting about what you have learned so far in our class. Add a date to your reflection.

• If you have written a reflection on your personal blog, you can copy and paste that reflection here.

• You can also link to your personal blog here.
PBLA

- You will have one page called PBLA, and 4 sub-pages:
  - Listening
  - Speaking
  - Reading
  - Writing
- On your PBLA page, write about your understanding of PBLA.
  - What does PBLA mean to you?
  - How does PBLA help you learn?
- Your writing should be a well-written paragraph.
PBLA Tasks Inventory: LSRW

• Under your PBLA page, you will have a sub-page for each of the four skills:
  • Listening
  • Speaking
  • Reading
  • Writing

• You will be adding your completed PBLA tasks to your portfolio on these pages.

• One of the requirements for all students in LINC classes is that you keep an inventory of your PBLA Tasks.
PBLA Tasks Inventory: LSRW

• I have created tables for each skill that you can copy and paste.
• These tables are in a file called PBLA TASKS INVENTORY. You can view but not edit this file.
• Open the file.
• You will see that there are four colour-coded tables:
  • LISTENING PBLA TASKS (blue)
  • SPEAKING PBLA TASKS (red)
  • READING PBLA TASKS (green)
  • WRITING PBLA TASKS (orange)
PBLA Tasks Inventory: LSRW

- Please do not change these tables in any way in the file.
- Everyone needs access to these tables.
- Follow these steps to copy and paste each table:
  1. In the shared file, select the LISTENING TASKS INVENTORY table.
  2. Copy this file.
     - You can right-click and choose “copy” or press Control + C.
  3. On your eportfolio (Google Site), open the LISTENING TASKS page.
  4. Click on the pencil icon at the top of the page to edit.
PBLA Tasks Inventory: LSRW

5. Paste the table onto your Listening Tasks page.
   • You can paste by pressing Control + V
   • You can paste by right-clicking and selecting paste.

We will be uploading PBLA tasks and assessment by using the “Add files” button.

Be sure that comments are enabled for each page in your eportfolio.

I will add comments to your eportfolio.
This is what your page will look like.

You can see the “Add files” button at the bottom of the page.
PBLA Tasks Inventory: LSRW

• Follow these steps again for the other skills pages in your eportfolio.
  • Speaking Tasks
  • Reading Tasks
  • Writing Tasks
• Please try following these instructions on your own before you ask for help.
• Following these instructions is a PBLA task.
Adding pictures to your eportfolio

• One advantage of an eportfolio is that you can add pictures.
• You need to **insert images** rather than upload them as a file. Here’s how:
  1. Download your picture or image to the desktop so you can find it easily.
  2. **Turn on editing** on the page where you want to insert your picture.
  3. Click on **insert**.
  4. Click on the **Upload images** button and find your image.
  5. Click **ok**.
  6. You can resize your image by clicking **S M L** or **100%**.
  7. If you are using a picture that you did not take yourself, be sure to name your source. You do not have to do this for the pictures I have taken of you.
Have fun with your eportfolio!

- Congratulations! You have created a website for your eportfolio.
- You and I will work together to upload completed PBLA tasks, but your Google Site belongs to you.
- You can share it with whomever you choose.
- You can decide when and if to take it down.

Google Sites
Thank-you!

Please contact me if you would like the PowerPoint so you can adapt it to your own teaching context.