**What can I do today? 06/05/2019**

**Student Resources [side link from main page]**

* ~~The title is not very indicative of what the page does, try something like “what do students need to know about e-portfolios”~~
	+ Left it as Student Resources
* Expand a little more on options available to student if they choose to use blackboard… Maybe even sample Free portfolios and link to them unless the goal is to make the teacher contact TLPDC or come to the office
	+ Student resources reads like a page telling faculty what students need to know. It is not speaking to the student.
	+ As I worked on this, my thought was that even though these are assigned and would be mandatory for students to complete, they still needed to be invested in it. Students will invest in something if they understand how it benefits them in the real world (andragogy).
	+ I also used some chunking. I separated the bullet points with more text that I thought made sense from a student’s point of view. It’s like giving something sweet before the sour i.e. here’s why you should care, here’s why they (professors) want you to care.
	+ I also used parallel start terms for the bullet points, and added “&nbsp;”; so that next-line bullet words were aligned directly under the first line (used HTML skills here)
	+ I used the [TTU identity writing guidelines](https://www.depts.ttu.edu/communications/identityguidelines/writing/) for capitalization etc.
* There are also some standalone links with no preview as to what they are except with the little information the link address has ~ so add some preview statements
	+ I used the TTU [web style guide](https://www.ttu.edu/webguidelines/styleguide/) to figure out how to class external links
	+ Under resources, I deleted the chronicle [link](https://www.chronicle.com/article/Creating-Online-Portfolios-Can/116026) as you needed to subscribe to read more than the first 3 lines
	+ I added 3 other links
		- I made certain the links opened in a new tab as per web design principle “don’t take the focus off your page” and “give people the opportunity to keep their spot in the previous page”
	+ I moved the “what should you include in your ePortfolio?” before “what resources do students need?” as I surmised that some students might need to get to the point quick and see what is needed in a portfolio
		- I also made that choice because the next section was about the resources needed to create portfolios, resources such as the videos we didn’t have on hand, yet.
		- I added a little blurb to every bullet point as the 2 links added on the bottom led me to a page that did that- I found that useful. As a result, I deleted those links, as they were repetitive.
			* Although I was concerned about that choice as I felt it would make the text look heavier since there are much less white space. Let’s see what happens in the testing page
		- The little blurbs I added had to do with what employers need as per andragogical values
* ~~The student resources has no video embedded or links ~ so when you write for example “distribution of ePortfolio”, add links immediately~~
* I introduced the possibility of Blackboard and other free tools as my universal design learning values mean that I highlight more than one option for creating ePortfolios.
	+ I did however add a section on the advantages of using BB versus other tools
	+ I decided not to add the advantages of other free tools as I think they are obvious, and mostly to protect the school.
		- Chief being, other tools are more aesthetically pleasing
		- And, you can just provide a link
	+ Let’s see what the testers notice.
	+ I added a new section “Samples and Tutorials”
		- I added free ePortfolio websites and samples of ePortfolios created using those websites
* **Videos needed**
	+ Student Resources Page
		- Under Distribution of ePortfolios section
			* Video on how to make a zip file of your ePortfolio if you used BB (Title: How to  ZIP/Publish your ePortfolio if you used Blackboard)
			* Video on how to password protect your ePortfolio ZIP file if you used BB (Title: How to password protect your ePortfolio ZIP file)
			* How to export your ePortfolio as a PDF or “some other file type” (Investigate the other possible BB file types)
		- Under Samples and Tutorials section
			* ePortfolio Example 1 (Investigate: What kinds of different portfolios are they referring to? Do they mean other online ones vs. BB ones? Or do they mean the different templates on BB? Or do they mean stuff organized by year, category of work/ focus etc.)
				+ The answer might increase the number of example videos or images needed.
			* Student ePortfolio Example 1
* **Instructional Guides needed**
	+ Student Resources Page
		- Under Distribution of ePortfolios section
			* How to export your ePortfolio as a PDF or “some other file type”
* **Question(s)**
* What is the goal being pursued when the page said "Give students information on how to build their own digital identity"? Is it information for when tools other than Blackboard are used? E.g. if you have a blog as part of the ePortfolio, keep is consistent, have a clear color theme etc.
* **Useful links**
	+ An [online handbook](https://medium.com/portfolio-principles) (short articles curated as part of a portfolio principles series)
	+ [Link](https://everydayinterviewtips.com/how-to-create-a-digital-portfolio-for-your-job-interview/) that has info on other types of ePortfolios besides BB

**What can I do today? 06/05/2019**

**Faculty Resources [side link from main page]**

* Talks about departmental needs, but teachers can also elect to use portfolios on their own, can’t they? Why not expand to asking why a teacher/grad student would want an e-portfolio as well? This can push teachers to speak to department heads about the tool.
* The “What kind of ePortfolio do departments want students to create?” Is repeated
* The “Will the ePortfolio be used for program level assessment(s)?” Is repeated
* The “What are the necessary components to the ePortfolio?” Is repeated and expanded on the second iteration
* Very long page - a lot of important stuff to read - Let’s make a table of content type jump system ~ and make some block titles more simplistic

**What can I do today? 06/10/2019**

**Office of Planning and Assessment Student ePortfolio**

* Who is the audience of this page?
	+ It has a simplistic form of what is already in faculty resources, why not consolidate using the table of content/jump idea
* The title of the link is also misleading ~ what does that mean? The main page heading says “student portfolios”

**What can I do today? 06/11/2019**

**Portfolio Assessment page**

* Title is misleading a smidge , perhaps add resources to the end of it
* Remove space between title and blurb
* Make ValueRubric open in new tab - it takes you way from the page you’re looking at.

**What can I do today? 06/12/2019**

**Practice and Pedagogy of Portfolios**

* Some “words” have no link [maybe a library link, publisher link or amazon link]
* No preview on what it’s about before people click on it

**What can I do today? 06/17; 06/18; 06/19;**

* TTU student Portfolio with assessment cycle – Booklet? And maybe a video later once I hit the video portion of my work.
* Research on what a student Portfolio with assessment cycle will look like – maybe ask Dr. Rich as he has assessed ePortfolios before.
	+ Maybe video will just stop at downloading portfolios for assessment with a booklet after detailing how others have assessed portfolios in the past?

More visuals needed overall

**Meeting on 26th of June** – Can do research on 06/24; 06/25; 06/26

**Video Updates**

**Blackboard portfolio tool/ Video Tutorials Page/ Page created by P & V**

* Add some quick blurb on the things the video has ~ as they can sometimes do more than one thing e.g. Here’s what you can expect to learn in this video...
* The second video should be annotated as for students, to match previous video - Maybe even have a whole new separate page for students and faculty.
* The video links should be added in a clickable form, as it’s just a video now
	+ Link in video should be available for clicking under video
	+ Links should be more descriptive
	+ Last video has that, but the link says “link for …” and isn’t clickable
* The “How to Download an ePortfolio” should be updated for MAC - MAC is more prevalent.
	+ The zip file was already extracted when she clicked on it

**Why should P & V’s videos be recreated?**

* Done on a window’s system – more people use MACs now. Although blackboard looks relatively the same, some processes e.g. finder/ files can make it confusing for some. Suggestion: Keep P & V’s videos as a Windows version.
* Links are not clickable (can fix by writing it out to accompany the vidoes).

**The e-learning and Academic Partnerships Blackboard Portfolio tool *AKA* TTU blackboard support page**

* Blackboard portfolio tool (P & V’s page) has new videos, but another page with the same name (different name on the TLPDC page) has similar information with videos (computerized) and booklets as well.
	+ The other link name is called “e-learning and Academic Partnerships Blackboard Portfolio tool”. From an audience standpoint, I wouldn’t want to click on it there is another link with a simpler and more direct name – just from the name even though it has very useful links – albeit outdated.
* The TTU blackboard support page is what is linked as “e-learning and Academic Partnerships Blackboard Portfolio tool”.
	+ The e-learning and Academic Partnerships Blackboard Portfolio tool AKA TTU blackboard support page is also where;
		- Voice is computerized
		- Video seems to have been made while the old TTU web design was prevalent
			* Solution: Recreate those videos on the TLPDC page and contact Blackboard support to link our page or copy it.
		- It does have CC though.
* The “e-learning and Academic Partnerships Blackboard Portfolio tool” is geared towards students and instructors… maybe highlight that in the link name or keep it simple.
	+ Maybe delete that link completely since it is the BB support page and link it on our ePortfolio page although their videos are outdated.
		- Their booklets might have some hope though – I’ll test them
* Probably make table of content dynamic in some way [move with the page in some way or be callable without having to scroll] ~ we can reach out to that dept.
* There is a quick reference guide linked at the top of the page – follow instructions to see how clear it really is
	+ The quick reference guide was actually borrowed from the BB support page.
* There is also a “video tutorials and online resources” guide on P & V’s page. It takes you straight to the TTU blackboard support page. Again, it is where the quick reference guide was borrowed.

**~~Videos needed Overall~~**

* ~~Student Resources Page~~
	+ ~~Video on how to make a zip file of your ePortfolio if you used BB~~
	+ ~~Video on how to password protect your ePortfolio zip file if you used BB~~

**Tips on creating videos**

* Keep videos short
* Always have a blurb prefacing each video in text and also as a .pdf
* Keep title descriptive – make separate pages for faculty and students
* Use absorb, do, connect when applicable
* Use jump menu at the beginning of page – people should be able to skip what they already know without having to scroll – create jump back to content menu (“back to page”) after each video
* Write scripts – use for CC or use sonix.ai
* Have visual cues in the video e.g. labels, cue boxes, cue arrows etc.
* Provide link in video under the video so it’s clickable or figure out how to make clicking within video happen in a way that doesn’t affect the pause options.
* Make sure they all have a matching aesthetic