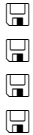# Developing Digital Portfolios

Objectives:
- Identify types of student portfolios
- Identify typical portfolio documentation
- Identify software options
- Identify storage options
- Discuss issues

What is a student portfolio?

Types of student portfolios:

Benefits of electronic portfolios:

Steps to building portfolios online:

1. **Determine the audience and purpose for the portfolio.**

   A. Who is the Audience?

   B. What is the Purpose? Include the portfolio type.

2. Determine the documentation to be included for the portfolio type.

🖫 Student Name   🖫

🖫 Year   🖫

🖫   🖫

🖫   🖫

3. Determine the software needed for the portfolio

A. Preconfigured portfolio products
- Grady Profile
  - http://www.aurbach.com/
- Learner Profile
  - http://www.sunburst.com/lplobby.html
- Learning Quest's Electronic Portfolio
  - http://www.learning-quest.com/ephome.html

B. Multi/Hypermedia
- Hyperstudio
  - http://www.hyperstudio.com
- Digital Chisel
  - http://www2.pierian.com/products/authoring_tools/digital_chisel3/dc3.htm
- PowerPoint
  - http://www.microsoft.com/education/default.htm
- mPower
  - http://new.shoptlc.com/product.asp?OID=4141097

C. HTML

BEST OPTION: Why? It is cross platform; has shared storage; and can be viewed from school, home, college, or work.
- Notepad (Win 95/NT) or SimpleText (Mac)
  - (+) Free; comes with operating system
  - (-) Time consuming; tags written from scratch.
- Web Editor-
  - Netscape Composer (free - Mac/ Win 95/ Win NT)
  - Filemaker HomePage (approx. $59 - Mac/ Win 95/ Win NT)
  - MS FrontPage (approx. $69 - Win 95/ Win NT)
- Web Hosting Services Wizards
  - Geocities (www.geocities.com)
  - Homestead (www.homestead.com)

4. Create a plan for the portfolio organization.

5. Use peripherals to digitize documents.

    A. Microphone

A microphone can be used to capture a student's reading progress during the year or for a student to narrate his/her selections. Macintosh computers come standard with either a built-in or external microphone. Use SimpleSound (found in the Apple menu) to record the student's voice. Windows computers will need a sound card with microphone port and an external microphone. The program, Sound Recorder, comes with Windows and can be used for recording.

    B. Scanners

Scanners can be used for digitizing photographs, artwork, and other handwritten documents. The price of scanners has been heavily reduced in the recent months. A flat bed scanner will give you the most options for size and shape of documents to be scanned. Scanners take a "picture" of the item, which then stores the document as an image. If you are interested in editing the text, you must use Optical Character Recognition (OCR) software to scan the item.

    C. Digital / Video Camera

Digital cameras are now affordable for almost all schools. They provide the benefit of being able to immediately have a picture that can be added to any presentation or portfolio. Video can be taken in through a regular VCR camera if you have an A/V computer. Other options for video include the Quick Cam "eyeball" camera or the Hitachi MPEG camera, which stores 20 min of video or 3000 pictures on a PCMIA card. Due to the amount of storage space videos utilize, keep video segments short.

6. Create the portfolio

Creation of the actual portfolio will depend on the software you have chosen. You will need to know the basics for page creation as well as how to incorporate the media.

The example below will get you started with HTML tags using Notepad or SimpleText.

<html> begins a web page

<head> begins the header

<title> *Put name of page here***</title>** puts title in title bar

</head>

<body> begins the body

Put name of student here <p>   the <p> is a double space

Type other info <p>

links to another page

Put name of page to link to here <a>

<img = "name of image.jpg">displays scanner or camera image

<p>

put name of video here displays a video

<p>

put name of sound here plays a sound

</body>

</html>

Note: The items in bold must be included on every web page. The items between the <body> and </body> tags are for your creativity.

7. Determine storage options

- Zip disks
- District / campus web server
- Free Internet web server

Issues and concerns

- Copyright

- Student privacy

- Time and access to hardware

- Staff development

- Student training