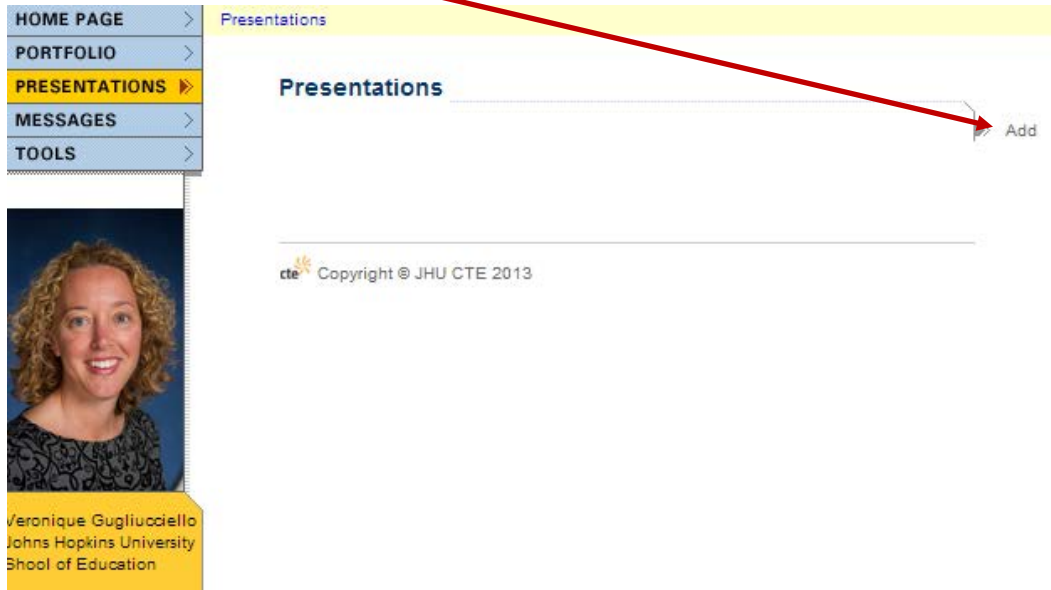


Digital Portfolio Technical Aspects – Presentations

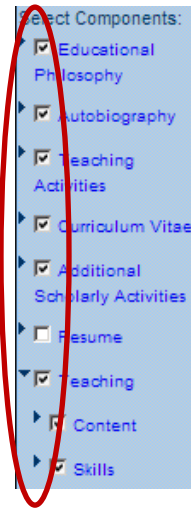
1. To access the Presentations page select Presentations from the blue menu above your picture.



2. Click the Add button to the right of Presentations at the top of the page.



3. Select the Components of the Digital Portfolio to add to the Presentation by using the check boxes and arrow tabs on the left side of the screen to choose the components.



Place the cursor in the Name of Presentation box and type a name for your presentation

Create a Shortcut for your presentation.

Select a theme from the drop-down menu.

A screenshot of the 'Add Presentation' form. The form has a title 'Add Presentation' and a direction: 'Use the outline to select items that you wish to include. (10,000 characters, max.)'. It contains three input fields: 'Name of presentation:' with the text 'Initial Presentation', 'Shortcut:' with the text 'GugliuDigitalPortfolio', and 'Theme:' with a dropdown menu showing 'Classic' selected. Below these fields is a large text area for an introduction. At the bottom right, there are two buttons: 'CUSTOMIZE THEME' and 'SAVE & CLOSE'. Red arrows point from the text boxes above to the 'Name of presentation' field, the 'Shortcut' field, the 'Theme' dropdown, and the 'SAVE & CLOSE' button.

4. Click the **Save & Close** button.

5. You will now be back to the Presentation Page where your Presentation will appear with a public URL to your digital portfolio.

HOME PAGE > Presentations

PORTFOLIO >

PRESENTATIONS >

MESSAGES >

TOOLS >

Presentations Add

Initial Presentation

<http://cte.jhu.edu/EP/presentation/rdr/GugliuDigitalPortfolio> Edit
Delete
Download
Send Email

Veronique Gugliucciello
Johns Hopkins University
School of Education

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