ETT429 Assignment 5

Google Sties – e-Portfolio
This project requires integration of your assignments from weeks/sessions 1 (Wordle image & Personal profile), 3 (Presentation), & 4 (Web Site Evaluation form).

Estimated time to complete this project: 6-10 hours

Grade Points: 14 points
Assignment Due: 07/21

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Office Hours/Support Sessions
Face-to-Face: Mondays, 12PM – 2PM GA212
Online: available upon email request
An e-Portfolio is a collection of your project or course works in digital format. It is a powerful way to demonstrate your competency in fundamental knowledge, ability or expertise in a specific subject area or skill set. It is also a useful tool to help you seek employment opportunities – all your works are available through a web link (URL)!

When building an e-Portfolio, you should include a welcome/introduction to your e-Portfolio. This is the first virtual impression that people will have of you, so make it a great one! You may even want to include a video welcome where you explain the organization of your e-Portfolio and direct the viewer through the site. For this class, your e-Portfolio will be related to demonstration of your technology competency and contain artifacts related to your project works:

1. The Wordle project (the one you did in week/session 1)
2. The Presentation project (the one you did in week/session 3)
3. The Web Site Evaluation Form project (the one you did in week/session 4)
4. The Screencast project (to be developed in week/session 6)
5. The Cartooning project (to be developed in week/session 7)
6. Artifacts from your other courses (to be selected in week/session 8)

Google.com provides users with the ability to create a website that can be used for many purposes, including the creation of an e-portfolio. In this e-Portfolio development project, you will have the opportunity to set up a personal web site to demonstrate your knowledge and skill of using technology for professional development.
Your Google Site e-Portfolio project must contain the following information/components:

1. A **Home page** contains the following components:
   • A brief, short biographical statement about yourself (e.g., may be from “Meet Your Classmates.”)
   • The Wordle image you did in week/session 1.

2. A **Resume page** contains the following section separated by horizontal lines:
   • Career Objective (1-2 sentences)
   • Education
   • Work, Service, and Project Experiences
   • Award and Honor Received (skip if not applicable)
   • Course Works (sample courses you have taken and plan to take in the future)
   • Others as you deem appropriate (e.g., volunteer/extracurricular activities)

3. A **Presentation page** contains the following components:
   • A brief statement about the objective of presentation and what technology skills you have learned/mastered from this project.
   • Embed the Week/Session 3 presentation assignment.

4. A **Web Site Evaluation page** contains the following components:
   • A brief statement about what technology skills you have learned/mastered from this project and how you can apply this “online form” in other settings (survey, quiz, product evaluation, help request, meeting invitation, etc.).
   • Embed the Week/Session 4 form assignment.

5. A **side bar** (menu bar) that contains the following sections and page links:
   a) An About me section with 2 page links
      a) Welcome page link (to the home page)
      b) Resume page link
   b) A Technology section with 2 page links
      a) Presentation page link
      b) Web site evaluation page link

6. Add a **copyright statement** at the end of each page (e.g., © 2012 Your full Name).

7. Add your e-Portfolio **site link** (Google site) to your personal profile page on course Blackboard.
   • This allows your classmates to visit your e-Portfolio site. Go to Blackboard > Meet Your Classmates to see the example link I included in my personal profile page.
Creating a Google Site for your e-Portfolio:

1. Go to http://sites.google.com/ and sign in with your Google account.

2. Create a web site.

3. Name it, e-Portfolio: Your Full Name

4. Apply a favor theme (note: Do NOT use any design template – just the blank template)

5. In the home page, click edit

6. Name the home page’s title “Welcome.”

7. Add an introductory statement (may use the one you did for personal profile)

8. Insert the wordle image after the introductory statement. Center the image and set the size medium.

9. Click Save.
How To: Sidebar Editing

Setting up the side bar (menu bar) that contains two sections and page links:

1. Create three new pages and name them as: My Resume, Presentation, Web Site Evaluation.
2. Click **More > Manage Sites > Site Layout** to organize the pages into 2 sections.
3. Add 1 more sidebar item: **Navigation**, so that you have two navigation items.
4. Edit each navigation side bar so that each navigation has a name with two links:
   - **About Me** (contains Welcome and My Resume page links)
   - **Technology section** (contains Presentation and Web site evaluation page links)

Extra Point: One extra point will be awarded if you insert a logo or a photo (e.g. picture of you) to Header (set at 75 pixel in height). Hint: Click **Change logo** from the sidebar menu.

Check this

Uncheck this

Click X to remove unwanted page links

Use Add Page to include additional page links

Uncheck both

Result

**About Me**
- Welcome
- My Resume

**Technology**
- Presentation
- Web Site Evaluation

How-to edit Sidebar
How To: Resume Creation

Return to your Google e-Portfolio site and click the My Resume link from the navigation menu:

1. Click Edit and type your resume categories and content like you would in a Word document.
   - If you copy-and-paste your resume content from a Word document, be sure to remove the format to get a clean copy.
   - Bold the resume category
   - Use bulleted list for content
   - Insert a horizontal line between resume categories. (Insert > Horizontal Line)

2. Add a copyright statement at the end (copy-and-paste the copyright symbol here > © or simply stated it as “Copyright 2014 Name”).

3. Click Save.

4. After saving the page, follow these steps to remove the “Add File” and “Comments” on the page components.

   1. Click ☰ > Page Settings
   2. Toggle first two boxes and then save the setting

Extra Point: 1 extra point will be awarded if you insert at least 2 hyperlinks to your university, major’s department, work places, etc.

Sample Resume Page

Quick tutorial – Removing Add File & Comments
How To: Embedding assignment projects

Presentation & Web Site Evaluation pages:

1. Click Edit and type your project reflection statement like you would in a Word document.
   - If you copy-and-paste your project reflection statement from a Word document, remove the format to get a clean copy using the format removing tool.
   - Embed (NOT attach) your assignment works after the reflection.
     1. For the Presentation project, Go to Insert > Drive > Presentation
     2. For the Web Site Evaluation project Go to Insert > Drive > Form

2. Add a copyright statement at the end.

3. Click Save.

4. Remove the Add File and Comments components. (More > Page Settings)
1. Copy the link from your e-Portfolio Site

```plaintext
http://sites.google.com/site/eportfolioyourfullname/
```

2. Insert the site link to your Personal Profile page in Meet Your Classmates.

   - Go to Blackboard > Meet Your Classmates.
   - Locate your personal profile entry.
   - Click Edit.
   - In the text page, add a line:
     ```plaintext
     My e-Portfolio page: site link address
     ```
   - Highlight the address and make it linkable.

3. Insert the site link to course Blackboard for grading.

   - Go to Blackboard > Assignments
   - Click the name of the assignment (i.e., Week/Session 5: e-Portfolio). The Upload Assignment page appears.
   - Enter the Web link by clicking the Hyperlink button...
   - Click Submit when the link is inserted.
Criteria (14 points)

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inclusion of all required pages, navigation structure, and links</td>
<td>2</td>
</tr>
<tr>
<td>Inclusion of a personal statement and Wordle image in the home page</td>
<td>2</td>
</tr>
<tr>
<td>Inclusion of the copyright statement in each page</td>
<td>1</td>
</tr>
<tr>
<td>Removal of the Add File and Comments components in each page</td>
<td>1</td>
</tr>
<tr>
<td>Inclusion of all required resume categories and content as stated in the</td>
<td>2</td>
</tr>
<tr>
<td>Requirements page</td>
<td></td>
</tr>
<tr>
<td>Inclusion of reflection and embedded presentation project in the</td>
<td>2</td>
</tr>
<tr>
<td>Presentation page as stated in the Requirements page</td>
<td></td>
</tr>
<tr>
<td>Inclusion of reflection and embedded web evaluation form project in the</td>
<td>2</td>
</tr>
<tr>
<td>Web Site Evaluation page as stated in the Requirements page</td>
<td></td>
</tr>
<tr>
<td>Inclusion of the active site link in your Personal Profile page</td>
<td>1</td>
</tr>
<tr>
<td>Correct submission (active link)</td>
<td>1</td>
</tr>
<tr>
<td>Late submission (any component)</td>
<td>-7</td>
</tr>
</tbody>
</table>

Late assignments/projects will receive half credit if turned in within one week of the due date. Assignments/projects later than one week will receive no credit.

Because life can be rather unpredictable at times, you are all allowed one late project for the semester. This allows you to turn in the project late up to 10 days after it was due. Obviously, this allowed late does not apply to handing in your final assignment.
E-portfolios are becoming a popular alternative to traditional paper-based portfolios because they offer practitioners and peers the opportunity to review, communicate and assess portfolios in an ubiquitous manner. A typical portfolio should contain these components/elements:

- **An introduction** to your e-Portfolio. This is the first impression that people will have of you, so make it a great one! You may even want to include a video welcome where you explain the organization of your e-Portfolio and direct the viewer through the site.

- **Collection of artifacts**: This includes or links to a repository of your course or project works. Artifacts may be developmental, displaying the progress of your work over time, or representational, displaying a selection of the your highest level of achievement.

- **Reflection**: Each artifact should include reflection of how the project was created, what skills were obtained, and/or how it is integrated into a broader understanding of learning.

- For additional information about e-Portfolio, check out these sites:
  - (Clemson University) [http://www.clemson.edu/academics/programs/eportfolio/index.html](http://www.clemson.edu/academics/programs/eportfolio/index.html)
  - (EDUECAUSE repository) [http://www.educause.edu/ELI/Archives/EPortfolios/5524](http://www.educause.edu/ELI/Archives/EPortfolios/5524)
  - (Virginia Tech's ePortfolio system) [http://eportfolio.vt.edu/](http://eportfolio.vt.edu/)

- For additional instruction about Google Sites, go to: [https://support.google.com/sites/?hl=en](https://support.google.com/sites/?hl=en)