

Choose "File from computer"

Add a File - La Crosse

- My Computer
- My Locker

Select the file(s) to upload from your computer:

Choose File No file chosen

3.

1.

1. "Choose File"
2. Find your PDF (Artifact or Rubric)
3. Choose "Upload"

Upload Cancel

Upload files from your computer.

Add Artifact - Upload a File

Estimated Space Usage

Current Size
2% of 97.66 MB

With Added Artifacts
2% of 97.66 MB

Artifact Details

File
[Comma Practice Packet.pdf](#) (932.18 KB)

Name *

Description

1.

1. Name it anything you like (probably the name of the file)
2. Describe, if you want
3. Choose Save

Tags

Tags

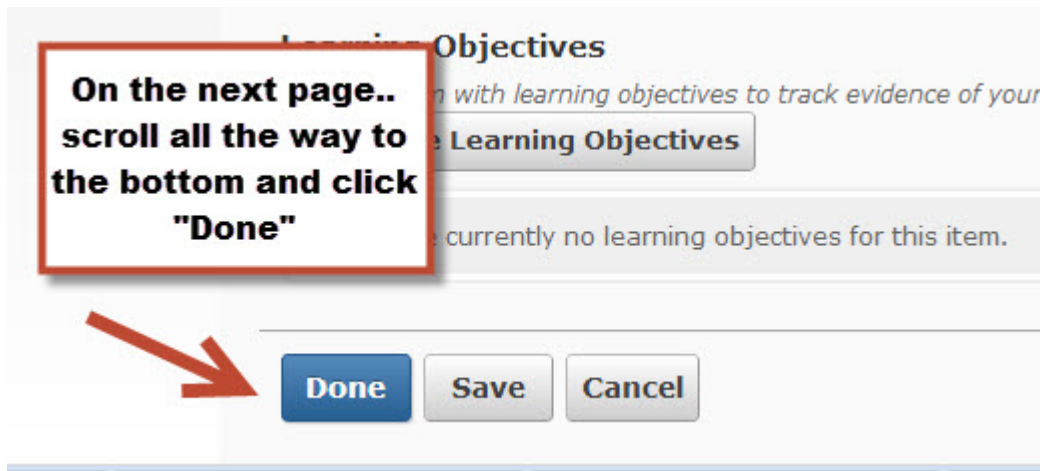
What are tags?

3.

Save

Back

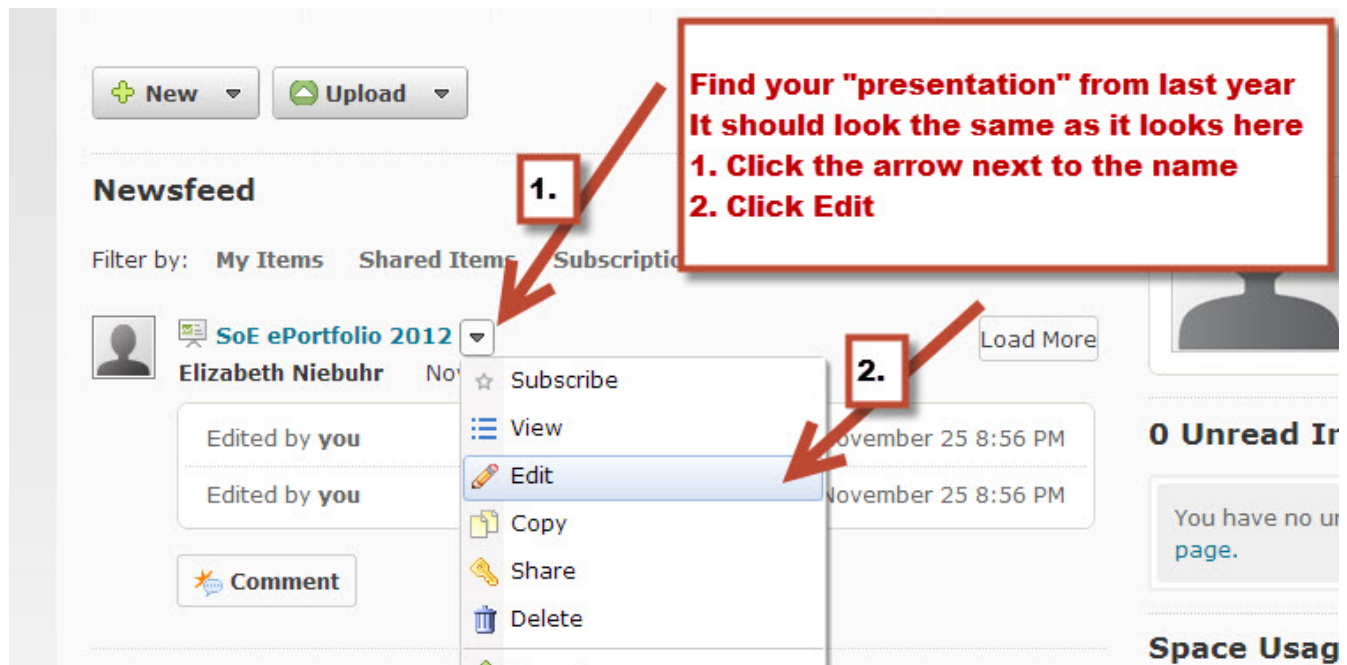
Cancel



You will have to repeat this process for each document you wish to upload.

Remember:

- *Your document must be a PDF*
- *You'll probably need your Artifact (Unit Plan), Narrative and the Rubric*



Edit Presentation

SoE ePortfolio 2012
December 2 6:00 PM | View Presentation

1. **Properties** | **Content/Layout** | Banner | Theme

Content/Layout

Change the location for navigation, change the layout of content areas, and add content through this page. Use the drop-down menus to edit an item, change its position or remove it from the presentation.

Edit Presentation Navigation | Edit Page Layout

Pages

- Pre Student Teaching
- Post Student Teac...

Content Area 1

Post Student Teaching

Content

Text set (710 characters).

Add Component

2. **Close**

3. **Add Component**

In the window that comes up...

1. Click the Content/Layout tab
2. Select "Post Student Teaching"
3. Click Add Component
4. Choose Text Area

Edit Text

Basic | **Advanced**

Paragraph | Font family | Font size | x_2 x^2 ABC

Artifact:

[The Hunger Games Unit Plan and Planning Documents](#) (PDF)

Reflective Narrative:

[Narrative](#) (PDF)

Rubric:

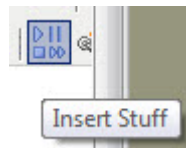
[Post Student Teaching Rubric](#) (PDF)

This is what mine looks like..



I didn't put in a table this year since I only had one artifact.

Save and Close | **Save** | **Cancel**






Now, to link to your artifacts that you uploaded, find the “Insert Stuff” icon, pictured below



Find the document that you uploaded and need to link to

	HungerGamesLessonPlan (2) Open File: HungerGamesLessonPlan (2).pdf [PDF 257.59 KB] Created on Nov 25, 2012 8:48 PM Type: Artifact
	Integrated Unit Plan Open File: IUP-Portfolio.pdf [PDF 401.16 KB]

Insert Stuff - La Crosse

-  ePortfolio
-  YouTube
-  Flickr
-  Insert Link
-  Enter Embed Code

 ePortfolio
Properties

Source: /d2l/eP/artifacts/modify/artifact_preview.d2l?ou=7064&viewMode=popup&contextId=106298

Link Text:

/d2l/eP/artifacts/modify/artifact_preview.d2l?ou=7064&viewMode=popup&contextId=106298

In the "Link Text" field, type what you want the hyperlink to say on your webpage

Click Insert when it is worded how you would like it to be.

Edit Text

Basic Advanced

Paragraph --- Font family --- Font size ---

Artifact:
[The Hunger Games Unit Plan and Planning Documents \(PDF\)](#)

Reflective Narrative:
[Narrative \(PDF\)](#)

Rubric:
[Post Student Teaching Rubric \(PDF\)](#)
[The Hunger Games Unit Plan](#)

**This is the one I just did (for a sample)
Just repeat for each hyperlink you want to
create!
Click "Save and Close" and you're done!**

Save and Close Save Cancel

SoE ePortfolio 2012
December 2 6:14 PM | [View Presentation](#)

Properties Content/Layout Banner Theme

Content/Layout
Change the location for navigation, change the layout of content areas, and add content through this page. Use the drop-down menus to edit an item, change its position or remove it from the presentation.

Edit Presentation Navigation Edit Page Layout

Pages
Pre Student Teaching
Post Student Teac...

Content Area 1
Post Student Teaching
Content
Text set (710 characters).
Add Component

Close

**To see what your "presentation" looks like,
click "View Presentation"**