Google Sites
Creating ePortfolios with Google Sites

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Overview

This tutorial will show you how to create your ePortfolio using Google Sites. First visit the following site for an example of an ePortfolio:
https://sites.google.com/site/sampleprofportfolio/

This tutorial will cover the following:

- Introduction to ePortfolios
- Accessibility and sharing
- Getting started (step by step to creating your ePortfolio)
What is an ePortfolio?

- It is a collection of digital files (artifacts) that are shared electronically for the purpose of reflection, comment and evaluation.

- It quite simply is a website that enables users to collate digital evidence of their learning.
Accessibility & Sharing

- Your ePortfolio can be accessed online, anywhere.
- Can be shared with anyone with access to the internet.
- Portfolios can be annotated with comments to provide feedback.
- The owner of the Portfolio may decide if comments should be private or shared.
Guide to creating ePortfolio

1. Plan your portfolio: What is the purpose?
2. Create and collect artifacts
3. Develop portfolio in GoogleSites
4. Share your portfolio
5. Continue to modify your portfolio
Getting Started

- Go to https://sites.google.com
- If you already have a Google Account, log in.
- If you do not have a Google Account, create a new account and follow the setup steps.
- Click on the “create” link to create a new site.
Adding Pages

- Click on the + button to create a new page
- Follow the steps on the subsequent page to add a page to your website.
- Give the page a name.
  Select Put page at the top level to make the page at the same level as the Home page
  OR
  Select Put the page under ...(one of your page names) to make it a sub-page to one of your pages
  Click on Create Page to create the page.
Editing Pages

- Click on the pencil icon to edit a page

The page editor screen allows you to add content to your page. The interface is similar to a document editor allowing you to change the font, add links, create lists, create bullet lists, etc.

Inserting Images

- Click on Insert & select Image

The pop-up box gives you the option to upload an image from your computer:
  - Select Uploaded Images
  - Click Browse to find the image on your hard drive
  - Click OK

OR

Select Web address
Insert the URL of the web image
Click OK
To Insert a Link

- Highlight the text you want to become a link.
- Click the Link icon in the toolbar.
- In the Create Link pop-up box, determine whether you want to use an Existing Page (in your site), a Web Address or an Apps Script.
  - Click on the appropriate tab.
  - Enter the URL or select the correct page (if using an existing page in your site).
  - Click OK. The selected text should appear as a link.
To Insert a Video

- Click on Insert & select Video
- Enter the URL of the Google video or YouTube clip you want to use
  Click Save
Formatting Defaults

The default settings for pages in Google Sites is to allow Attachments & Comments which appear as links at the bottom of the page.

If you don't want the links to appear on your page, click the More button and select Page Settings.

Uncheck the boxes for Allow attachments and Allow comments to remove the links and click Save to save your changes.
Google Sites Examples

- http://sites.google.com/site/sampleprofportfolio/
- https://sites.google.com/site/firstgenerationstudents/
- https://sites.google.com/site/careerforinternationalstudents/
- https://sites.google.com/site/maxineboggio/
- http://sites.helenbarrett.net/portfolio/Home
- https://sites.google.com/site/web20seriesieb/welcome