

## ePortfolio Resource Package

Digital Resources have prepared this resource to help with the transition out of PebblePad and into the Blackboard MyPortfolio tool. The license expires at the end of 2015, so it is important that you read the following information.

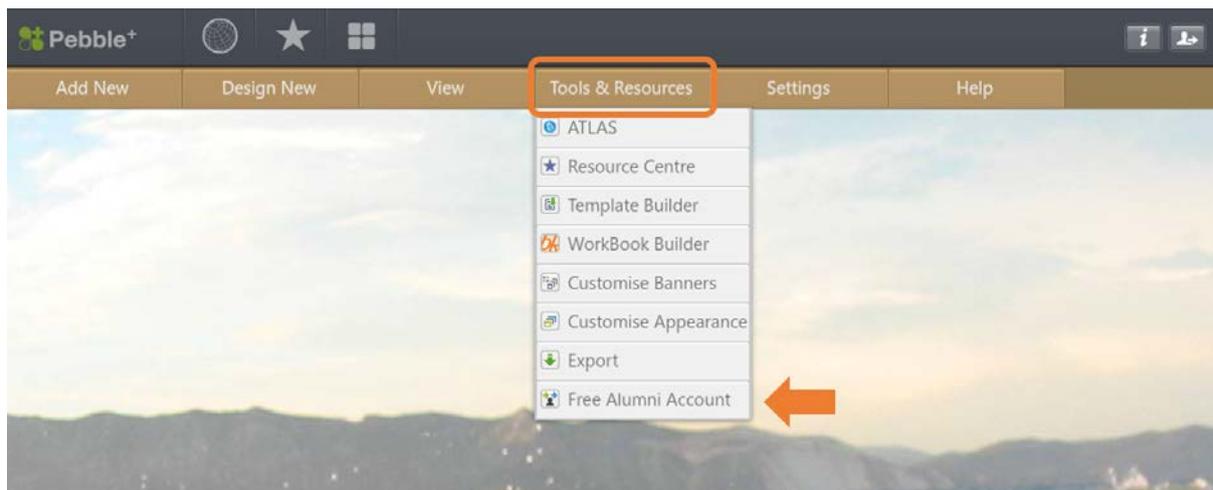
These are instructions that you can give to students as required

### Personal Account

If you would like to continue using the Pebble+ component of PebblePad, then it is vital that you create a Personal Account. This is a free Pebble+ Alumni Account and is provided so that you can take your PebblePad assets with you and continue to use Pebble+ to support your personal learning and professional development.

Note that you will need to use a personal email account that is **not** your SCU student email address for this process. You will have access to the PebblePad Personal Account for free for as long as you want to use it.

To open your free Pebble+ account go to Tools & Resources and select Personal Account (called Free Alumni Account).



The following link will provide you with some more detailed instructions on this process.

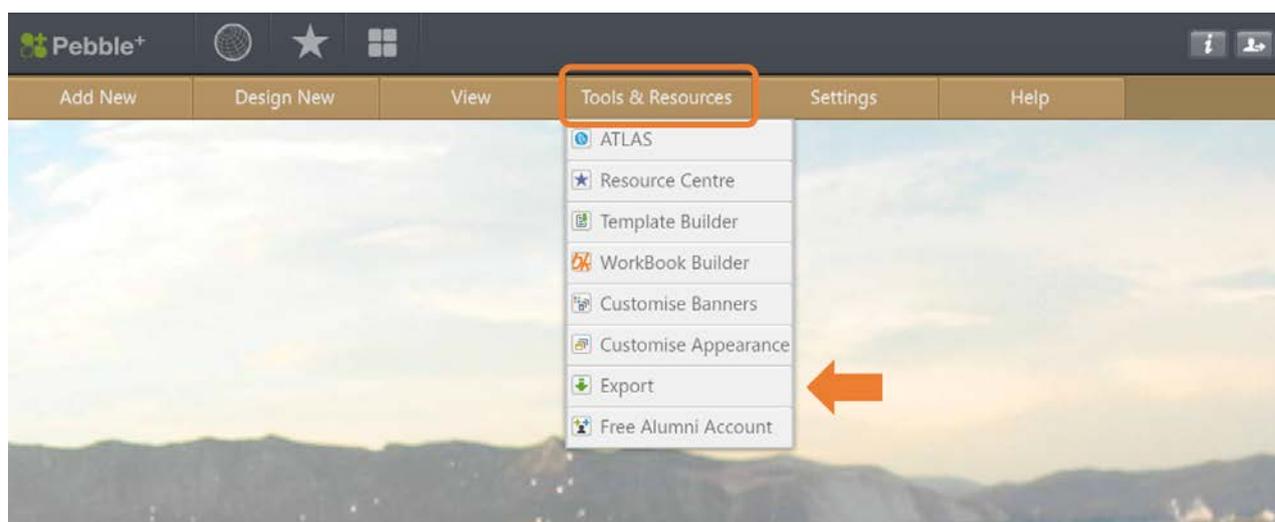
<http://www.pebblepad.com.au/l/resources/documentation/Alumni%20Account.pdf>

## Exporting Assets

**Please Note:** If you've created a PebblePad Personal Account (Alumni account) then the exporting of Pebble+ assets is optional and can be done at your discretion.

You can select and export some or all of your Pebble+ assets as either HTML pages or as PDF files. HTML pages look and work similar to assets viewed in the full screen HTML view of Pebblepad. They include any themes/styles you have selected. PDF files are a print friendly version of your asset.

To export your assets, you'll need to navigate to Tools & Resources within Pebble+.



You first need to decide which format you would like to export in and then click on the corresponding button. This will take you to a screen where you can:

- (a) select from various options to configure exactly what is included in each asset file, for example, linked assets, comments, feedback, etc.
- (b) filter and select the assets that you want to export.

Click on the green Export button and a compressed file will be generated that you can then save to your desktop or other storage device.

### What format would you like to export your assets?

You are about to select and export multiple assets.

Please select what format you wish to export your assets in.

You can export them as HTML pages or PDF files.

HTML pages look and work similar to assets viewed in the full screen HTML view of Pebblepad. They include any themes/styles you have selected.

PDF files are a print friendly version of your asset.

In which format would you like to export your assets?

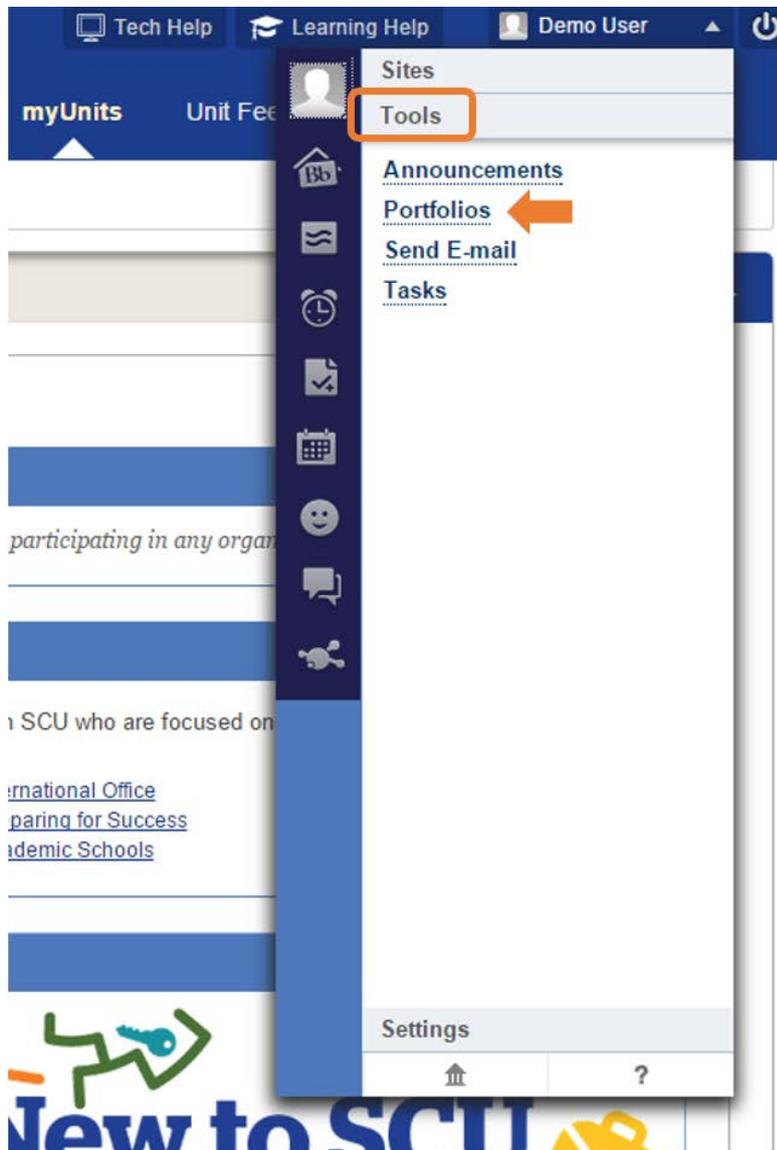
Export as HTML pages

Export as PDF files

## Blackboard Portfolio

From 2016 onwards, SCU will use the Blackboard MyPortfolio tool. MyPortfolio is a useful tool that can be used in teaching and learning as a place to create portfolios for professional development.

The MyPortfolio page is the launching point for viewing, creating, and reviewing portfolios. Access the My Portfolio page from the global navigation menu at the top right of the page (the area with your name). Select Tools and then click Portfolios.



Lecturers may also elect to add a shortcut to the Portfolios page from a student's Blackboard Learning Site.

The following link will provide you with some additional resources about the MyPortfolio tool.

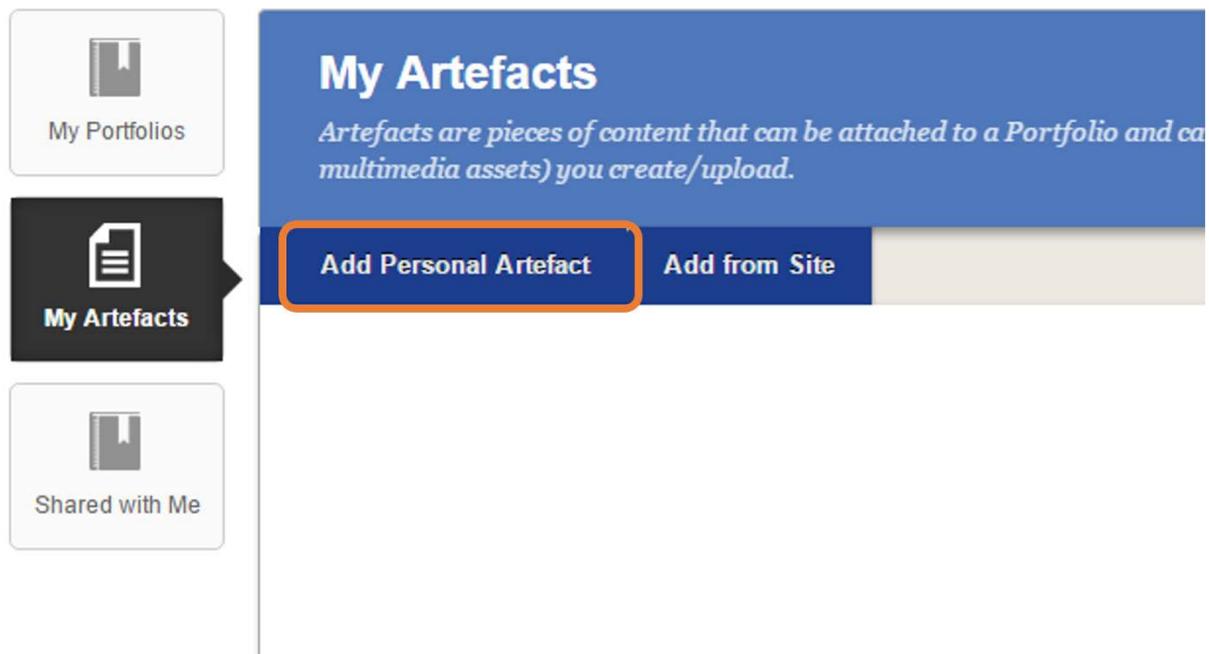
[https://en-us.help.blackboard.com//Learn/9.1\\_2014\\_04/Student/090\\_Tools/Portfolios](https://en-us.help.blackboard.com//Learn/9.1_2014_04/Student/090_Tools/Portfolios)

## Importing Assets from PebblePad into MyPortfolio

**Please Note:** If you've created a PebblePad Personal Account (Alumni Account) then the transfer of Pebble+ assets to Blackboard is optional and can be done at your discretion.

If you would like to transfer your Pebble+ assets, you'll need to upload your exported PebblePad asset files into the MyPortfolio tool as an artefact.

To create a new Artefact, go to the *My Artefacts* page and then click *Add Personal Artefact*.



You'll then need to provide a title, description, and content for the artefact then click Submit. The description is for your organisational needs and is only visible to you.

The following link provides some more details about this process.

[https://en-us.help.blackboard.com/Learn/9.1\\_2014\\_04/Student/090\\_Tools/Portfolios/000\\_Working\\_with\\_Artefacts](https://en-us.help.blackboard.com/Learn/9.1_2014_04/Student/090_Tools/Portfolios/000_Working_with_Artefacts)